

HOUSING ELEMENT AND FAIR SHARE PLAN

Township of Knowlton
Warren County, New Jersey

November 25, 2008

Prepared By:



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INTRODUCTION

In the case of Southern Burlington County NAACP v. the Township of Mount Laurel, (commonly known as Mount Laurel I), the New Jersey Supreme Court established the doctrine that developing municipalities in New Jersey have a constitutional obligation to provide a realistic opportunity for the construction of low and moderate income housing in their communities. In its Mount Laurel decision, decided on January 20, 1983 (Mount Laurel II), the Supreme Court expanded the Mount Laurel doctrine by stating that this constitutional responsibility extended to all municipalities in New Jersey. The Court also established various remedies, including the “builder remedy” or court-imposed zoning, to ensure that municipalities actually addressed this obligation.

In response to the Mount Laurel II decision, the New Jersey Legislature adopted the Fair Housing Act in 1985 (Chapter 222, Laws Of New Jersey, 1985). The Fair Housing Act established a Council on Affordable Housing (COAH) as an administrative alternative to the courts. COAH was also given the responsibility of establishing various housing regions in the state, determining regional and municipal fair share affordable housing obligations and adopting regulations establishing the guidelines and approaches that municipalities may use in addressing their affordable housing need.

Under COAH’s regulations, low income households are defined as those with incomes no greater than 50 percent of the median household income, adjusted for household size, of the housing region in which the municipality is located, and moderate-income households are those with incomes no greater than 80 percent and no less than 50 percent of the median household income, adjusted for household size, of the housing region. For the Township of Knowlton, the housing region is defined by COAH as Region 2 and is comprised of Warren, Essex, Morris and Union counties. In Region 2 the median income for a four-person household is \$80,300, the moderate-income level is \$64,240 and low income is \$40,150.

Pursuant to both the Fair Housing Act and the Municipal Land Use Law (MLUL), municipalities in New Jersey are required to include a housing element in their master plans. The principal purpose of the housing element is to provide for methods of achieving the goal of access to affordable housing to meet the municipality’s low and moderate income housing needs. The statutorily required contents of the housing element are:

- a. An inventory of the municipality's housing stock by age, condition, purchase or rental value, occupancy characteristics, and type, including the number of units affordable to low and moderate income households and substandard housing capable of being rehabilitated;
- b. A projection of the municipality's housing stock, including the probable future construction of low and moderate income housing, for the ten years, taking into account, but not necessarily limited to, construction permits issued, approvals of applications for development and probable residential development of lands;
- c. An analysis of the municipality's demographic characteristics, including but not necessarily limited to, household size, income level and age;
- d. An analysis of the existing and probable future employment characteristics of the municipality;
- e. A determination of the municipality's present and prospective fair share for low and moderate income housing and its capacity to accommodate its present and prospective housing needs, including its fair share for low and moderate income housing; and
- f. A consideration of the lands that are most appropriate for construction of low and moderate income housing and of the existing structures most appropriate for conversion to, or rehabilitation for low and moderate income housing, including a consideration of lands of developers who have expressed a commitment to provide low and moderate income housing.

COAH THIRD ROUND METHODOLOGY

Unlike the previous two rounds, the Third Round methodology determines a municipality's affordable housing need based on the growth of the municipality. The need for affordable housing in a municipality is calculated through the sum of the following:

- Existing Deficient housing units within the municipality occupied by low and moderate income households which is referred to as rehabilitation share; and
- Remaining Prior Round (1987 – 1999) Obligation assigned to a municipality by the Council or the court for the period 1987 through 1999; and

- The share of the affordable housing need generated by a municipality's actual growth (2004 – 2018) based upon the number of new housing units constructed and the number of new jobs created as a result of non-residential development.

The rehabilitation share for affordable housing is the number of existing housing units as of April 1, 2000 that are both deficient and occupied by households of low or moderate income and is calculated by COAH. The Remaining Prior Round (1987 – 1999) Obligations from the first and second fair share rounds have been recalculated to include data from the 2000 Census and are also provided by COAH.

With the Third Round Rules, the Council has implemented a growth share approach to affordable housing, thereby linking the actual production of affordable housing with municipal development and growth, based upon the number of new housing units constructed and the number of new jobs created as a result of non-residential development.

When developing a Housing Element and Fair Share Plan to provide affordable housing between 2004 and 2018, municipalities may rely on the COAH Growth Projections as the baseline for potential growth over the 2004-2018 period. However, the official growth share obligation accrued by each municipality as calculated by 2018 will be based on actual residential and non-residential growth, not COAH projections.

Projected growth from COAH is converted into the affordable housing obligation, which the municipality must plan for by applying the following ratios:

- For every five residential units constructed, the municipality shall be obligated to include one affordable unit (i.e. 1 affordable unit in every 5 residential units for inclusionary development or 1 affordable unit for every four market rate units).
- For every 16 jobs created, the municipality shall be obligated provide one affordable unit. (i.e. 1 affordable unit for every 16 jobs created).

The projected growth share obligation will be converted into an actual growth share obligation when the ratios above are applied to market-rate units and newly constructed and expanded non-residential developments receiving permanent certificates of occupancy.

MUNICIPAL SUMMARY

Knowlton Township is a 25.3 square mile rural municipality located in western Warren County. It has a few small, localized areas of development surrounded by mostly rural, environmentally constrained land. Several municipalities border the Township, including the Townships of White, Hope, Blairstown, and Hardwick. The Township's entire western boundary is the State of Pennsylvania. Interstate Route 80 bisects the Township.

According to the Census, Knowlton Township's 2000 population was 2,977; a 17.1percent increase from the 1990 population of 2,543. The median age in 2000 was 38 years, slightly older than the Warren County median age of 37.6 years. The average household size in the Township was 2.87 persons in 2000, more than the County average of 2.61.

The housing stock of the Township is predominantly single-family detached dwelling units, with two distinct construction periods, 1980 to 1989 and prior to 1939. The Township does not provide many jobs, and offers much less employment opportunity compared with other municipalities in Warren County. According to the guidelines established by COAH, Knowlton Township is located in affordable housing Region 2, a region that consists of Warren, Essex, Morris and Union counties.

According to the Third Round rules Knowlton Township has a Rehabilitation obligation of fourteen (14) units and a Prior Round (1987-1999) obligation of fourteen (14) units. According to the growth projections released by the COAH in a publication dated June 16, 2008, it is expected the Township will grow by 238 residential units and 193 jobs giving the Knowlton a Growth Share Obligation of sixty (60) units. The Township proposes to address its overall 88-unit obligation through the following:

- Continuation of the Township and County Rehabilitation Programs to address 14 unit obligation
- Address 14-unit prior cycle new construction obligation by the application of existing credits
- Address the 60-unit growth share obligation by the provision of accessory apartments for moderate, low and very low income households; a gut rehabilitation program for moderate, low and very low income households; a Buy Down/ Rent Down program; and partner with a supportive housing provider for two new projects in the Municipality.
- Adopt a Development Fee Ordinance to assist in funding affordable housing activity.

This report constitutes the Housing Element/Fair Share Plan of Knowlton Township. It consists of six parts, as follows:

PART I.	DEMOGRAPHIC CHARACTERISTICS
PART II.	EXISTING HOUSING CHARACTERISTICS
PART III.	EMPLOYMENT DATA
PART IV.	FAIR SHARE DETERMINATION
PART V.	ZONING ANALYSIS
PART VI.	CREDITS AND ADJUSTMENTS
PART VII.	AMENDED AND REVISED THIRD ROUND FAIR SHARE PLAN

I. DEMOGRAPHIC CHARACTERISTICS

POPULATION

The population of Knowlton Township has grown steadily over the last seventy years, increasing every decade since 1930. The population trends experienced in Knowlton Township, Warren County and the State of New Jersey from 1930 through 2000 are shown below. According to the 2000 US Census, there were 2,977 residents in Knowlton Township in 2000, which was an increase of 434 people from the 1990 population. Knowlton experienced its highest population growth in the seventies, eighties, and nineties, while Warren County and the State of New Jersey experienced their greatest growth in the fifties, sixties, and seventies. Knowlton's population count in 2000 represented the greatest on record.

Populations Trends, 1930 to 2000									
Year	Knowlton Township			Warren County			New Jersey		
	Population	Change		Population	Change		Population	Change	
		Number	Percent		Number	Percent		Number	Percent
1930	1,049	-	-	49,319	-	-	4,041,334	-	-
1940	1,084	35	3.3	50,181	862	1.7	4,160,165	118,831	2.9
1950	1,260	176	16.2	54,374	4,193	8.4	4,835,329	675,164	16.2
1960	1,442	182	14.4	63,220	8,846	16.3	6,066,782	1,231,453	20.3
1970	1,738	296	20.5	73,960	10,740	17	7,171,112	1,104,330	18.2
1980	2,074	336	19.3	84,429	10,469	14.2	7,365,011	463,899	6.5
1990	2,543	469	22.6	91,607	7,178	8.5	7,730,188	365,177	5
2000	2,977	434	17.1	102,437	10,830	11.8	8,414,350	684,162	8.9

POPULATION COMPOSITION BY AGE

The age composition of Knowlton Township shifted noticeably since 1990. According to the 2000 US Census, significant changes occurred in many age groups. While the number of children under five years of age decreased by almost 10 percent, the number of children aged 5 to 14 increased by more than 27 percent, or 104 individuals. The population of young adults in the 25 to 34 year old range decreased markedly, losing 161 individuals since 1990. The largest increase in the Township occurred in the 45 to 54 year old cohort, which experienced a significant increase of 79.3 percent. The greatest decrease occurred in the 25 to 34 year old cohort, which decreased by 34.4 percent.

Population by Age 1990 and 2000, Knowlton Township						
	1990		2000		Change 1990 to 2000	
Population	Number	%	Number	%	Number	%
Under 5	229	9.0	208	7	-21	-9.1
5 to 14	384	14	488	16.4	104	27.1
15 to 24	254	11.3	298	10	44	17.3
25 to 34	468	15.8	307	10.3	-161	-34.4
35 to 44	437	19.3	625	21	188	43.0
45 to 54	261	12.8	468	15.7	207	79.3
55 to 64	207	8.1	250	8.4	43	20.8
65 and over	303	9.8	333	11.2	30	10.0
Total	2,543	100	2,977	100	434	-

Warren County also experienced shifts in the age make-up of its population. Like Knowlton, the County saw a significant decrease in its young adult population. The 25 to 34 year old cohort lost 18 percent and the 15 to 24 year age cohort also experienced a moderate loss of 7.8 percent. The greatest increase in population was experienced among those 45 and older (a 59 percent increase), and the 45 to 54 year old cohort's population rose the highest, increasing by more than 50 percent. Among children, the 5 to 14 year old cohort increased by more than a quarter since 1990, while the under five year old population increased by barely more than 1 percent.

Population by Age, 1990 and 2000, Warren County						
	1990		2000		Change, 1990 to 2000	
Population	Number	Percent	Number	Percent	Number	Percent
Under 5	6,942	7.6	7,032	6.9	90	1.3
5 to 14	12,270	13.4	15,424	15.1	3,154	25.7
15 to 24	11,605	12.7	10,695	10.4	-910	-7.8
25 to 34	15,969	17.4	13,089	12.8	-2,880	-18.0
35 to 44	14,713	16.1	18,947	18.5	4,234	28.8
45 to 54	9,938	10.9	14,929	14.6	4,991	50.2
55 to 64	8,027	8.8	9,115	8.9	1,088	13.6
65 and over	12,143	13.3	13,206	12.9	1,063	8.8
Total	91,607	100	102,437	100	10,830	11.8

The median age of the population in Knowlton Township in 2000 was 38 years. Analysis of age group characteristics provides insight into the actual changes in population. This comparison is helpful in determining impacts these changes have on housing needs, community facilities, and services for the municipality and the County overall.

HOUSEHOLDS

A household is defined as one or more persons, either related or not, living together in a housing unit (i.e. rental apartments, condominiums, houses, etc.). In 2000, there were a total of 1,046 households in Knowlton Township, a majority of which was occupied by two or four persons. The average number of persons per household for the Township was 2.87, slightly higher than the County's average of 2.61. Both the Township's and the County's largest percentage of households consisted of two persons (34.2 percent and 32.3 percent, respectively). In Knowlton Township, this was followed by 4-person and 3-person households (22.1 percent and 16.5 percent, respectively).

HOUSEHOLD SIZE- Occupied Housing Units - 2000				
Knowlton Township and Warren County				
	Knowlton Township	Percent	Warren County	Percent
Total Households	1,046	100	38,660	100
1-person household	148	14.1	9,270	24
2-person household	358	34.2	12,487	32.3
3-person household	173	16.5	6,563	17
4-person household	231	22.1	6,381	16.5
5-person household	97	9.3	2,804	7.3
6-person household	27	2.6	798	2.1
7-or-more-person household	12	1.1	357	0.9
Average Household Size	2.87		2.61	

Family households are defined as two or more persons living in the same household, related by blood, marriage or adoption. Most households in Knowlton Township were families, comprising 85.9 percent of all households. The average family size was 2.87. The majority of family households were married-couple families (70.3 percent); of which about half had children under the age of 18 and about half did not. There were 148 one-person households, making 14.1 percent of the total. Of the one-person households, the majority (52.7 percent) consisted of a male.

In providing more detail of American households, the 2000 Census included sub-groups of non-traditional households: 'Other family' and 'Nonfamily' households. 'Other family' households have two or more residents with no married couple present. They made up 10.4 percent of all households. Nonfamily households are defined as households that consist of a householder sharing the home exclusively with people with whom he/she is not related. Non-family households only comprised 5.6 percent of all households in the Township.

Household Size and Type, 2000 Knowlton Township		
	Total	Percent
Total	1,046	100
1-person household:	148	14.1
Male householder	78	52.7
Female householder	70	47.3
2 or more person household:	898	85.9
Family households:	844	80.7
Married-couple family:	735	70.3
With own children under 18 years	369	35.3
No own children under 18 years	366	35.0
Other family:	109	10.4
Male householder, no wife present:	38	3.6
With own children under 18 years	12	1.1
No own children under 18 years	26	2.5
Female householder, no husband present:	71	6.8
With own children under 18 years	44	4.2
No own children under 18 years	27	2.6
Non-family households:	54	5.2
Male householder	18	33.3
Female householder	36	66.7
Average Family Size	2.87	

INCOME

Households in Knowlton Township tended to earn slightly higher incomes compared to both Warren County and the State of New Jersey in 1999. The median income in Knowlton Township was \$63,409, a total of \$7,309 more than the County, and \$8,263 greater than the State's median income.

Per Capita and Household Income 1999		
Knowlton Township, Warren County, New Jersey		
	1999 Per Capita (\$)	1999 Median Household (\$)
Knowlton Township	24,631	63,409
Warren County	25,728	56,100
New Jersey	27,006	55,146

Most households in Knowlton earned a moderate (\$35,000) or better income in 1999. More than 25 percent of the households in Knowlton earned between \$50,000 and \$74,999, and 17.7 percent earned between \$75,000 and \$99,999. In addition, 22.5 percent earned greater than

\$100,000, with only 19.7 percent earning below \$25,000. In all of Warren County, the most common income bracket was also the \$50,000 to \$74,999 bracket, with 23.2 percent of all households earning that much. The next most common ranges of incomes, each earned by slightly more than 15 percent of the County's households, were the \$35,000 to \$49,000 and \$75,000 to \$99,000.

Household Income In 1999				
Knowlton Township and Warren County				
	Knowlton Township		Warren County	
	Number	Percent	Number	Percent
Total households	1,046	100	38,675	100
Less than \$10,000	29	2.8	2,243	5.8
\$10,000 to \$14,999	30	2.9	1,944	5
\$15,000 to \$24,999	67	6.4	3,252	8.4
\$25,000 to \$34,999	80	7.6	3,413	8.8
\$35,000 to \$49,999	155	14.8	5,917	15.3
\$50,000 to \$74,999	265	25.3	8,974	23.2
\$75,000 to \$99,999	185	17.7	5,836	15.1
\$100,000 to \$149,999	189	18.1	5,086	13.2
\$150,000 to \$199,999	31	3	1,157	3
\$200,000 or more	15	1.4	853	2.2
Median household income	\$63,409		\$56,100	

POVERTY STATUS

In Knowlton, a small percentage of residents lived in poverty in 1999, most of who were of working age. Of the 2,977 residents in Knowlton, 103 individuals, or 3.5 percent, lived in poverty. Of those in poverty, most (60.2 percent) were aged 18 to 65 years old. Less than 4 percent of the individuals living in poverty were considered elderly (over 65), while 36 percent were children (under the age of 18).

Poverty Status 1999				
Knowlton Township and Warren County				
	Knowlton Township		Warren County	
	Number	Percent	Number	Percent
Total persons	2,977	100	102,437	100
Total persons below poverty level	103	3.5	5,492	5.4
Under 18	37	36	1,620	29.5
18 to 64	62	60.2	3,031	55.2
65 and over	4	3.8	841	15.3

HOUSEHOLD COSTS

The tables below show the expenditures for housing for those who owned and rented in Knowlton Township in 2000. Most people in the Township lived in homes they owned, and approximately one third of these owner-occupied households spent 30 percent or more of their household income on housing. Among the renters, 37.4 percent of renter-occupied households spent 30 percent or more of their household income on housing. General affordability standards set a bar at spending 30 percent of gross income for housing costs.

Selected Monthly Owner Costs As A Percentage Of Household Income		
Knowlton Township, 1999		
	Number	Percent
Total owner-occupied housing units	726	100
Less than 15 percent	168	23.1
15 to 19 percent	111	15.3
20 to 24 percent	114	15.7
25 to 29 percent	88	12.1
30 to 34 percent	87	12.0
35 percent or more	158	21.8
Not computed	0	0.0

Gross Rent As A Percentage Of Household Income		
Knowlton Township, 1999		
	Number	Percent
Total renter-occupied housing units	107	100
Less than 15 percent	24	22.4
15 to 19 percent	5	4.7
20 to 24 percent	7	6.5
25 to 29 percent	19	17.8
30 to 34 percent	3	2.8
35 percent or more	37	34.6
Not computed	12	11.2

II. EXISTING HOUSING CONDITIONS

HOUSING UNIT DATA

Knowlton's housing stock is primarily owner-occupied. According to the 2000 US Census, the Township had a total of 1,028 housing units. Most units (87.4 percent) were owner-occupied, while 12.6 percent were renter-occupied. Housing construction has slowed since the 1970s and 1980s. Most of the housing structures (81.7 percent) were built before 1990 and slightly over a quarter of all construction occurred before 1940. In 2000, the median age of the housing stock in Knowlton Township was 28 years.

Housing Data, 2000		
Knowlton Township		
	Total	Percent
HOUSING UNITS		
Total- Occupied Units	1,028	100.0
TENURE		
Owner occupied	898	87.4
Renter occupied	130	12.6
YEAR STRUCTURE BUILT		
Total Units	1,138	100
Built 1995 to March 2000	106	9.3
Built 1990 to 1994	102	9.0
Built 1980 to 1989	253	22.2
Built 1970 to 1979	135	11.9
Built 1960 to 1969	92	8.1
Built 1940 to 1959	141	12.4
Built 1939 or earlier	309	27.2
Median year structure built	1972	

HOUSING TYPE AND SIZE

The housing stock in Knowlton Township is predominantly single-family, detached houses, and most structures have at least five rooms. In 2000, there were 1,001 single-family detached homes representing 88 percent of the housing stock. In addition, there were 12 single-family, attached houses, and 40 two-family structures. Multi-family housing represented only 1.1 percent of the housing stock within the Township, and no single structure contained more than four units. There were also 73 mobile homes in the Township, representing 6.4 percent of the housing stock.

The median number of rooms per unit within housing structures in the Township was 6.6, with the largest percentage of structures (23.4 percent) having seven rooms. Nearly 85 percent of the structures had five or more rooms, while only 15.1 percent had four or fewer rooms.

Housing Type and Size, 2000		
Knowlton Township		
UNITS IN STRUCTURE	Total	Percent
Total	1,138	100
1, detached	1,001	88.0
1, attached	12	1.1
2	40	3.5
3 or 4	12	1.1
5 to 9	0	0.0
10 to 19	0	0.0
20 or more	0	0.0
Mobile home	73	6.4
Boat, RV, van, etc.	0	0.0
ROOMS		
1 room	0	0.0
2 rooms	24	2.1
3 rooms	17	1.5
4 rooms	131	11.5
5 rooms	143	12.6
6 rooms	231	20.3
7 rooms	266	23.4
8 rooms	186	16.3
9 or more rooms	140	12.3
Median number of rooms	6.6	

OCCUPANCY

There were 107 vacant housing units in Knowlton in 2000, of which approximately half were used for seasonal, recreational, or occasional use. According to the 2000 Census, out of the 1,135 units in Knowlton Township, 1,028 units or 90.6 percent were occupied, while 107 units or 9.4 percent were vacant. Of those units that were vacant, 44.9 percent were used for seasonal, recreational or occasional use. Other prominent vacant uses included non-specified vacancies (27.1 percent), and units that were for sale (15.9 percent).

OCCUPANCY STATUS, 2000		
Knowlton Township		
	Total	Percent
Total	1,135	100
Occupied	1,028	90.6
Vacant	107	9.4
For Seasonal, Recreational, or Occasional Use`	48	4.2

VACANCY STATUS, 2000		
Knowlton Township		
	Total	Percent
Total	107	100
For rent	2	1.9
For sale only	17	15.9
Rented or sold, not occupied	11	10.3
For seasonal, recreational, or occasional use	48	44.9
For migrant workers	0	0.0
Other vacant	29	27.1

HOUSING VALUES AND CONTRACT RENTS

According to the 2000 US Census, most housing units in Knowlton were valued at \$100,000 or more, and the majority was financed by a mortgage. Housing values for owner-occupied housing units are listed in the table below along with mortgage status data. Housing units valued at the most common price range of \$150,000 to \$199,999 made up 33.5 percent of all the units, followed closely by 31.5 percent valued at \$200,000- \$299,999 and 24 percent valued at \$100,000- \$149,999. Less than 5 percent of the units were valued below \$99,000. The median value of a housing unit was \$179,500.

VALUE FOR ALL OWNER-OCCUPIED HOUSING UNITS		
Knowlton Township		
	Total	Percent
Total	726	100
Less than \$50,000	3	0.4
\$50,000- \$99,999	32	4.4
\$100,000- \$149,999	174	24.0
\$150,000- \$199,999	243	33.5
\$200,000 to \$299,999	229	31.5
\$300,000 to \$499,999	35	4.8
\$500,000 +	10	1.4
Median Value (\$)	\$180,300	

MORTGAGE STATUS	
Housing units with a mortgage, contract to purchase, or similar debt:	547
With either a second mortgage or home equity loan, but not both:	161
Second mortgage only	59
Home equity loan only	102
Both second mortgage and home equity loan	7
No second mortgage and no home equity loan	379
Housing units without a mortgage	179

Of the renter-occupied units, most cost under \$900 per month. The median contract rent in Knowlton Township in 2000 was \$739. The most common contract rent (27.1 percent of all rentals) cost between \$750 and \$999. The great majority of contract rents, 84.2 percent, were less than \$1,500, while only 6 units or 5.6 percent were \$1,500 or more.

CONTRACT RENT 2000		
Knowlton Township		
	Total	Percent
Total renter occupied units	107	100
Less than \$200	0	0.0
\$200- \$499	3	2.8
\$500-\$749	18	16.8
\$750-\$999	29	27.1
\$900 to \$999	17	15.9
\$1,000 to \$1,499	22	20.6
\$1,500 or more	6	5.6
No Cash Rent	12	11.2
Median Contract Rent (\$)	\$739	

HOUSING CONDITIONS

According to the 2000 US Census, most occupied housing units in Knowlton Township used oil as the primary heating fuel. In general, overcrowding (more than one person per room) was not a problem, nor were there problems concerning complete plumbing and kitchen facilities, or telephone service. The table below details the condition of housing within Knowlton Township based on heating fuel, plumbing facilities, kitchen facilities, telephone service and overcrowding. These factors are utilized in determining housing deficiency and general housing problems. According to the data, 67.8 percent of all households used fuel oil or kerosene as its heating fuel. Only 4 owner-occupied housing units experienced over-crowding while 19 renter-occupied units experienced that problem. There were three (3) units lacking in complete plumbing facilities, no units lacking in complete kitchen facilities, and only nine (9) occupied housing units had no telephone service.

Housing Conditions 2000 Knowlton Township		
	Total	Percent
House Heating Fuel- Occupied housing units		
Total	1,138	100
Utility gas	9	0.8%
Bottled, tank, or LP gas	113	9.9%
Electricity	59	5.2%
Fuel oil, kerosene, etc.	772	67.8%
Coal or coke	7	0.6%
Wood	62	5.4%
Solar energy	0	0.0%
Other fuel	11	1.0%
No fuel used	0	0.0%
Occupants per Room-Occupied housing units		
Total	1,033	100
Owner Occupants per Room (Over 1.0)	4	0.4
Renter Occupants per Room (Over 1.0)	19	1.8
Facilities- Total units		
Total	1,138	100
Lacking complete plumbing facilities	3	0.3
Lacking complete kitchen facilities	0	0.0
Telephone Service- Occupied housing units		
Total	1,033	100
No service	9	0.9

III. EMPLOYMENT DATA

Resident labor force and employment in Knowlton has increased in the last ten years. The following tables detail changes in employment characteristics from 1997 to 2007 for Knowlton Township, Warren County, and New Jersey. Aside from slowdowns between 2001 and 2003, employment in Knowlton Township has risen slowly since the late-nineties. Trends in the Knowlton Township unemployment rate have mirrored those seen on the County and State levels. The lowest unemployment rate was 3.5 in 1998, and the highest point was 6.7 percent in 2003. Both the County and the State of New Jersey also saw increases in labor force and employment over the same time span, as well as higher unemployment rates in 2002 and 2003.

Unemployment rarely fully explains employment trends because the unemployment rate often undercounts the number of people without work. Two factors make unemployment rates inaccurate. The first factor is under-employed workers, such as those who take jobs simply to earn money but are not employed at a level commensurate with their skills. Secondly, as workers remain unemployed, they may stop looking, become discouraged with the job market, and stop being counted in either the total labor force or the officially unemployed. Therefore, to fully understand the employment dynamics in Knowlton Township, one must also look at the changes in the total labor force. Therefore, while the 1998 unemployment rate of 3.5 percent shows a dramatic improvement over the four (4) percent of 1997, the declines seen both in the level employment and in the total labor force, indicate that perhaps the number of citizens without work is being undercounted. This decline is also seen in the 2007 employment figures.

Employment and Resident Labor Force, 1997 - 2007, Knowlton Township				
	Resident Labor Force	Resident Employment	Unemployment	Unemployment Rate
1997	1,360	1,306	54	4.0
1998	1,353	1,305	48	3.5
1999	1,399	1,348	51	3.6
2000	1,742	1,673	69	4.0
2001	1,779	1,695	83	4.7
2002	1,825	1,706	119	6.5
2003	1,828	1,705	122	6.7
2004	1,830	1,723	107	5.8
2005	1,856	1,756	100	5.4
2006	1,880	1,775	105	5.6
2007	1,870	1,774	95	5.1

Employment and Resident Labor Force, 1997 - 2007, Warren County				
	Resident Labor Force	Resident Employment	Unemployment	Unemployment Rate
1997	51,583	49,266	2,317	4.5
1998	51,312	49,245	2,067	4
1999	53,043	50,857	2,186	4.1
2000	55,661	54,042	1,619	2.9
2001	56,663	54,717	1,946	3.4
2002	58,038	55,250	2,788	4.8
2003	58,035	55,166	2,869	4.9
2004	58,176	55,674	2,502	4.3
2005	59,091	56,748	2,343	4.0
2006	59,804	57,349	2,455	4.1
2007	59,568	57,339	2,229	3.7

Employment and Resident Labor Force, 1997 - 2007, New Jersey				
	Resident Labor Force	Resident Employment	Unemployment	Unemployment Rate
1997	4,257,400	4,031,000	226,400	5.3
1998	4,242,400	4,047,100	195,300	4.6
1999	4,284,600	4,092,700	191,800	4.5
2000	4,286,700	4,129,100	157,600	3.7
2001	4,295,800	4,111,500	184,200	4.3
2002	4,371,600	4,117,600	253,900	5.8
2003	4,371,000	4,115,100	255,900	5.9
2004	4,388,000	4,176,200	211,800	4.8
2005	4,431,600	4,232,800	198,700	4.5
2006	4,492,800	4,283,600	209,200	4.7
2007	4,466,300	4,276,600	189,700	4.2

CLASS OF WORKER AND OCCUPATION

According to the 2000 US Census, the majority of workers (81.6 percent) living in Knowlton Township were a part of the private wage and salary worker group. This number included people who worked for wages, salary, commission, tips, etc., for a private for-profit employer or a private not-for-profit, tax-exempt, or charitable organization. The second largest category was government worker (12.6 percent) followed by those who were self –employed (7 percent). There were no unpaid family workers in the Township.

Class of Worker, 2000		
Knowlton Township		
	Number	Percent
Total	1,561	100
Private wage and salary worker	1,274	81.6
Government worker	196	12.6
Self-employed worker	109	7.0
Unpaid family worker	0	0.0

Those that worked within the private wage field were concentrated in management/professional positions (35 percent) and sales & office occupations (21.9 percent) together totaling over 55 percent of all employees. Other important occupations included service (15.5 percent), production, transportation & material moving (14.6 percent) and construction, extraction & maintenance (12.2 percent).

Occupation, 2000		
Knowlton Township		
	Number	Percent
Employed civilian population 16 years and over	1,579	100
Management, professional, and related occupations	553	35.0
Service occupations	245	15.5
Sales and office occupations	346	21.9
Farming, fishing, and forestry occupations	13	0.8
Construction, extraction, and maintenance occupations	192	12.2
Production, transportation, and material moving occupations	230	14.6

COMMUTING TO WORK

According to the 2000 US Census, many commuters in Knowlton had long journeys to work. More than one-half of the commuters (57.1 percent) traveled 30 minutes or longer to work, and the mean travel time to work for Township residents was 38.6 minutes. A total of 1,180 or about 3 out of every 4 commuters traveled less than an hour to work, and 21.7 percent of commuters arrived at work within fifteen minutes. However, others had significantly longer trips to work, as shown by the quarter of the residents who commuted for more than an hour to work.

Travel Time To Work, 2000		
Knowlton Township		
	Number	Percent
Workers who did not work at home	1,530	100
Less than 10 minutes	162	10.6
10 to 14 minutes	170	11.1
15 to 19 minutes	131	8.6
20 to 24 minutes	114	7.5
25 to 29 minutes	81	5.3
30 to 34 minutes	186	12.2
35 to 44 minutes	116	7.6
45 to 59 minutes	220	14.4
60 to 89 minutes	212	13.9
90 or more minutes	138	9.0
Mean travel time to work (minutes)	38.6	

In 2000, most commuters in Knowlton drove to work, but few carpooled. Hardly any took public transportation or walked. Of all commuters, 94.9 percent drove to work. Most drivers (86.3 percent) drove alone, while only 8.6 percent carpooled. Some residents worked at home (2 percent) and very few walked to work (1.1 percent). Less than 2 percent of commuters used public transportation.

Means Of Commute, 2000		
Knowlton Township		
	Number	Percent
Workers 16 years and over	1,561	100
Car, truck, or van	1,482	94.9
Drove alone	1,347	86.3
Carpooled	135	8.6
Public transportation	22	1.4
Walked	17	1.1
Other means	9	0.6
Worked at home	31	2.0

COVERED EMPLOYMENT

There is currently very limited information available on actual job opportunities within municipalities. The Department of Labor collects information on covered employment, which is employment and wage data for employers covered by unemployment insurance. The tables below provide a snapshot of private employers located within Knowlton Township. The first table reflects the number of jobs covered in private employment from 2004 through 2006. The second table reflects the disbursement of jobs by industry and salaries in 2003.

According to data from the New Jersey Department of Labor and Workforce Development, there was low availability of covered employment in Knowlton Township in the nineties. The peak was seen in 2004, when 739 jobs were reported as being covered by unemployment insurance. The low point of 712 covered jobs was experienced in 2005, after a loss of 27 jobs from the previous year.

Private Wage Covered Employment*			
2004-2006, Knowlton Township			
Year	Number of Jobs	# Change	% Change
2004	739	-	-
2005	712	-27	-3.6%
2006	717	5	0.7%
*Third Quarter Numbers			

In 2003, there were no agriculture/forest/fish jobs within the Township. Using third quarter data, the manufacturing ranked first in employment, providing 88 jobs. The second most dominant industry was accommodation and food services, which provided 72 jobs. The health care and social assistance (61 jobs), transportation/warehousing (55 jobs), and construction (51 jobs) industries also provided a fair share of employment. The finance/insurance/real estate sector was the highest paying industry of all, averaging an annual salary of \$53,667. The wholesale trade paid second highest of all sectors at \$34,853, followed closely by construction (\$32,503).

Private Employment and Wages 2003, Knowlton Township						
Industry	Employment				Wages	
	March	June	Sept	Dec	Weekly	Annual
Agriculture/Forest/Fish	*	*	*	*	*	*
Construction	47	55	51	53	\$548	\$28,511
Manufacturing	90	89	88	95	\$858	\$44,616
Wholesale Trade	29	33	31	28	\$1,080	\$56,172
Transportation/Warehousing	52	55	55	58	\$765	\$39,762
Real Estate and Rental & Leasing	6	6	6	5	\$697	\$36,241
Professional and Technical Services	8	11	11	10	\$640	\$33,303
Health Care and Social Assistance	65	61	61	60	\$571	\$29,706
Accommodation and Food Services	45	78	72	22	\$226	\$11,742
Other Services, except Public Administration	11	14	7	13	\$521	\$27,073
Total/Average	665	739	714	656	\$663	\$34,481

IV. DETERMINING THE FAIR SHARE OBLIGATION

The need for affordable housing in New Jersey is divided into three components.

- Rehabilitation share
- Prior Round Obligation; and
- Growth Share

The rehabilitation share for affordable housing is the number of existing housing units as of April 1, 2000 that are both deficient and occupied of households of low or moderate income. The prior round obligation is the cumulative 1987-1999 fair share obligation. The growth share obligation is the obligation created through a municipality's actual market-rate residential and non-residential growth from January 1, 2004 through December 31, 2018. Growth occurring during this fifteen-year period is converted into a growth share obligation by applying a ratio of one affordable unit among five (5) residential units and one affordable unit for every sixteen (16) jobs.

Rehabilitation Share and Prior Round Obligation

As per Appendices B and C of NJAC 5:97, Knowlton's rehabilitation share is fourteen (14) units and prior round obligation is fourteen (14) units.

Growth Share Obligation

While the growth share obligation for Knowlton will be accrued through actual market-rate residential and non-residential growth from January 1, 2004- December 31, 2008, COAH has provided projections of household and employment growth in Appendix F of NJAC 5:97. The projected obligation for a municipality in Appendix F may be modified based on the exclusions cited in NJAC 5:97-2.4. The attached Worksheet A details the projected growth share obligation for Knowlton based on Appendix F and these exclusions. As shown in Worksheet A, the projected obligation is sixty (60) units.

Knowlton Twp. Obligation	
Rehabilitation Share	14
Prior Round Obligation	14
Growth Share Obligation	60

V. ZONING ANALYSIS - MEETING THE NEED

A zoning analysis, as required in the revised Third Round regulations, is utilized to help determine how the Township will meet its expected growth and affordable housing need. This analysis covers Knowlton Township's existing zoning and planned zoning changes, and how the changes provide adequate capacity to accommodate residential and non-residential growth projections. The following are included:

- An analysis of the available existing and planned infrastructure
- The anticipated demand for types of uses permitted by zoning based on present and anticipated future demographic characteristics of the Borough and anticipated land use patterns
- The Township's economic development policies and constraints on development with existing or planned measures to address constraints

Infrastructure

Sewer

A Wastewater Management Plan has been adopted that provides sanitary sewer service to the area in proximity to the Simpson Road/ Interstate 80/ Route 94 interchange. This sewer service area is limited to commercial use only, by ordinance, and is designed only to permit additional commercial development within portions of the PCD and C-2 zoning districts. The capacity of the plant is 140,000 gallons per day. The remainder of the Township is outside of the sewer service area and development must provide septic service.

Water

No public water system exists in the Township. All water is provided to commercial, industrial, agricultural, and residential users via local private wells.

Anticipated Demand and Land Use Patterns

Knowlton is a mostly rural township of 25.3 square miles, consisting of small, localized areas of development, surrounded by farmland, natural landscape and environmentally sensitive areas. Knowlton's 2003 Amended Land Use Plan Element addressed its land use needs with goals and objectives, a community vision, and sound planning principles. The Land Use Plan Element developed recommendation supported by a demographic analysis, current land-use study, a study of environmental issues, a nitrate dilution model, and a study of build-able area remaining in the Township's zoning districts. The plan outlined a comprehensive framework to guide the

physical, economic, environmental and social development of the Township and created the Township's current zoning regulations, which established 6 different zoning districts.

Land Use

Residential

The Township has three different residential zoning districts each spanning an important facet of the residential land uses in Knowlton: agricultural areas, medium sized residential development, and smaller lot residential development. A description of these three zones follows.

AR-1 Single Family Agricultural Residential

The AR-1 zone comprises 410 acres of Knowlton, approximately 2.6 percent of the Township. As of 2003, 305 acres, or approximately three quarters of the land zoned AR-1, was constrained either by environmental issues (wetlands, floodplains, preserved open space, natural priority sites) or due to development. The zone permits the construction of single-family detached dwelling, cluster residential development, agricultural uses, parks, playgrounds, firehouses, libraries, municipal buildings, and community residences for the developmentally disabled and community shelters for victims of domestic violence. The relevant conditional uses within this zoning district include accessory apartments. The minimum lot area is one acre. Areas zoned as AR-1 are generally located along the Delaware River.

FPD Farmland Preservation District

By far the largest zone in Knowlton, the FPD zone is 14,665 acres in size, approximately 92.6 percent of all land in the Township. As of 2003, 8,011 acres, or approximately 55 percent, of the land area zoned FPD was constrained by environmental issues or development. Permitted uses in the zone include detached single-family dwellings, farms containing a minimum of five acres dedicated to agriculture, wood lots on tracts of six acres or more, parks, playgrounds, firehouses, libraries, municipal buildings, and community residences for the developmentally disabled and community shelters for victims of domestic violence. The relevant conditional uses within the FPD zoning district include accessory apartments. For new developments, the maximum permitted density in the zone is .1 units per acre. Cluster development is required for all major subdivisions in the FPD zone involving tracts greater than 50 acres. For cluster residential developments that preserve more than 25 acres of open space, existing single-family dwellings maybe retained and allow a higher on-site density. The minimum lot size for lots with individual well and septic systems is 60,000 square feet.

VR Village Residential

The VR zone comprises 151 acres of Knowlton, less than one (1) percent of the Township's total land area. As of 2003, 125 acres of the VR zone (approximately 82% of the VR zone) was constrained by either environmental issues or existing development. Permitted uses in the VR zone include detached single-family homes, agricultural uses, parks, playgrounds, firehouses, libraries, municipal buildings, and community residences for the developmentally disabled and community shelters for victims of domestic violence. The relevant conditional uses within the FPD zoning district include accessory apartment conversions. The minimum lot area in the zone is half an acre (21,780 square feet). Areas zoned VR are generally located in and around the hamlets that dot the Township, including Columbia, Delaware, and Hainesburg.

Commercial

The Township of Knowlton has two different commercial districts: the C-1 Neighborhood Highway Commercial zone and the C-2 Highway Commercial Industrial zone. Together, these two zones meet the needs of the Township by dividing the commercial needs of the Township into the needs of local residents and larger regional commercial needs.

C-1 Neighborhood Highway Commercial

The C-1 zone comprises 335 acres of Knowlton Township, approximately two (2) percent of the Township's total land area. As of 2003, 294 acres of the C-1 zone was constrained by either environmental issues or existing development, leaving approximately 12% of the zoning district's land area for greenfield development. Permitted uses in the C-1 zone include neighborhood retail sales and services, restaurants (excluding drive-in facilities) business and professional offices, banks, agricultural uses, museums and art galleries, and existing residential uses. The relevant permitted accessory uses within this zoning district include apartments over shops and offices, with up to a maximum of two apartments on the second floor. The minimum lot area for the zone is half an acre. Areas zoned as C-1 are generally located in and around the hamlets that dot the Township, including Columbia, Delaware, and Hainesburg.

C-2 Highway Commercial Industrial

The C-2 zone comprises 147 acres of Knowlton, less than one (1) percent of the Township's total acreage. As of 2003, 29 acres of the C-2 zone was constrained by either environmental issues or existing development, leaving 80% of the area zoned C-2 for greenfield development. Permitted uses in the C-2 zone include agricultural uses, restaurants (including drive-through restaurants), banks, retail sales and services, hotels and motels with a minimum of 100 rental rooms, business

and professional offices, and shopping centers. Conditional uses in the C-2 zone include adult entertainment and truck stops. The minimum lot area for the C-2 zone is 10 acres for hotels, motels and conference centers. The minimum lot area for all other permitted uses is 3 acres. The only area zoned C-2 in Knowlton Township is located near Interstate 80 along the Pennsylvania border.

Planned Development

PCD- Planned Commercial Development

The PCD zone comprises 130 acres of Knowlton Township, less than one (1) percent of the Township's total land area. As of 2003, 34 acres of the PCD zone was constrained either through environmental issues or existing development, leaving 74 percent of the area zoned PCD for development. Permitted uses in the PCD zone include agricultural uses (including farmers markets), office uses (banks, insurance, real estate), and service uses (hotels and motels with 100 rentable rooms, health services, museums, and restaurants without drive-through facilities). The minimum lot area for the PCD zone is 10 acres for hotels, motels and conference centers. The minimum lot area for all other permitted uses is three (3) acres. The only area zoned PCD in Knowlton Township is located near the intersection of Route 94 and Interstate 80.

Historic District

Knowlton Township is home to a number of nationally registered historic sites and districts. The Knowlton Historic Commission oversees local historic districts and issues. Most relevant to local land use are the designated historic districts, in particular the Delaware Historic District. Comprising Ann Street, Valley Street, and Clinton Avenue in the Village of Delaware, the district was listed as a National Register Historic District in 2003.

Economic Policies and Constraints on Development

Economic Policy

The Township's economy has historically provided very few jobs, and has recently shifted from agriculture to more service-oriented employment. The majority of employment growth in the future is expected to continue the trend toward service sector employment. However, it is also the Township's policy to encourage agricultural use of the land and protect currently existing farms, and initiatives and laws have been passed to achieve that. In particular, the Township has expressed interest and taken steps to encourage both eco-tourism and historic tourism. Such efforts would take advantage of the many historic and natural sites that dot the Township.

Environmental Constraints

The natural environment considerably enhances the quality of life in Knowlton Township. Stream corridors, forested hills, and open fields afford habitat for wildlife and preserve scenic views and the quality of life for the residents. Many natural features also determine the built environment. Wetlands, floodplains, surface waters, steep slopes, soil limitations, natural species habitats, and other environmental concerns all limit development potential, and require careful planning to avert unforeseen problems.

Wetlands

Wetlands, defined as land which is either submerged or retains water at ground level for a portion of the year, includes marshes, swamps, and bogs. Wetlands are an important aspect of the hydrologic and hydraulic characteristics of the Township and serve several purposes: protecting drinking water supply by purifying surface and groundwater, providing a natural means of flood and storm drainage, supporting wildlife and many species of plant life. A community that incorporates growth while maintaining or improving wetlands and wetlands functions can achieve lower flood peaks, fewer drought periods, more wildlife and habitats, and better surface water quality than comparable watersheds with fewer wetlands. Wetlands also provide recreational opportunities including boating, hiking, bird watching, and aesthetic value.

In accordance with their integral role in several natural processes, the Freshwater Wetlands Act protects wetlands. The Freshwater Wetlands Act precludes nearly all activities near wetlands. Thus, wetlands and their required transition areas present severe regulatory checks on development. There are a number of wetlands scattered throughout the Township, mostly near lakes, streams and other bodies of water. Wetlands represent 1,261 acres, or approximately eight (8) percent of the Township.

Floodplains

Floodplains are an integral component of river ecosystems. They are central to the protection of water quality by providing fresh water to wetlands, while diluting salts and nutrients. Floodplains are major centers of biological life and improve the overall health of the habitat used by many species of birds, fish, and plants. They are important biologically, as they represent areas where many species reproduce and as such are important for breeding and regeneration cycles. Floodplains present very severe restrictions on development, with the intent to protect the floodplain itself and any property built on or near it. Floodplains represent 1,236 acres or approximately 7.7 percent of the Township.

Surface Hydrology and Surface Water Quality

Knowlton Township has several major streams including, portions of Delawanna Creek and its tributaries, the Delaware River and its tributaries, Paulins Creek and its tributaries, Stony Brook and its tributaries, as well as some unnamed tributaries of Beaver Brook. Although a majority of these streams are either trout producing or trout maintenance waters, the following table lists the streams that are designated as C-1 streams.

The streams listed in this table are all designated as FW2-TPC1 streams. This is defined by NJDEP as a "general surface water classification applied to those fresh waters that are not designated as FW1 or pineland waters". The "TP" or "Trout Producing Waters" classification means fresh waters that have been designated in N.J.A.C. 7:9B-1.15(b) through (h) as trout production. These waters are suitable for trout because of their physical, chemical, or biological characteristics, but are suitable for a wide variety of other fish species.

Creek Name	Area within 300-foot Buffer (acres)
Stony Brook and Tributaries	680.41
Yards Creek and Tributaries	119.54
Knowlton Brook and Tributaries	341.20
Delawanna Creek and Tributaries	352.56
Tributary of Delaware River	300.69

This additional "C1" or "Category One" designation is defined as being "designated for purposes of implementing the anti-degradation policies set forth at N.J.A.C. 7:9B-1.5(d), for protection from measurable changes in water quality characteristics because of their clarity, color, scenic setting, other characteristics of aesthetic value, exceptional ecological

significance, exceptional recreational significance, exceptional water supply significance, or exceptional fisheries resource(s)".

The C-1 classification is due to the water's importance as a drinking water source. This designation requires 300-foot buffers from major development, classified as 1 acre or more of disturbance or ¼ acre or more of new impervious surface. The Township contains 1794 acres of land within the C-1 300-foot buffer area (approximately 11% of total area of the Township). As a result, the significant presence of these streams impacts the amount of developable land within the Township that can be disturbed or built upon.

Steep Slopes and Topography

Disturbance of steep slopes affect plant life, drainage patterns, increases the amount and speed of runoff and can cause erosion, soil creep, slumping (sections of soil shifting down and outward on the slope), and landslides. When a hillside is cleared, the usual result is more and faster runoff, especially when grading has smoothed a slope's natural roughness. Leaves and branches no long shield the soil from wind and rain; roots no longer hold the soil in place; and the smoother slope allows the runoff to travel faster, thus increasing erosion and decreasing groundwater recharge. These problems become progressively worse on steeper slopes.

Changing topography by excavating or grading the foot of a slope or cutting into the face of a hillside often promotes instability and erosion. Erosion, slippage or excessive runoff may also result when existing soils are replaced with soils more suited for septic systems or lawns, soils on ridgelines and steep slopes often are thin and susceptible to wind and water erosion. Only specialized vegetation thrives in these conditions; conventional landscaping usual does not and may require excessive upkeep. In any case, even a brief denuding of ridgelines and steep slopes can cause soil losses that will discourage the re-growth of plant life and habitat.

Dramatic runoff problems often result when slopes are covered with impervious surfaces, such as buildings, roads, driveways and parking lots. Since water cannot percolate into the soil, it runs off the site, picking up speed as it travels across these smoother surfaces. Eroding surrounding soils, this high velocity runoff carries increased amounts of silt into nearby surface waters. Excessive runoff sometimes also results in flooded or icy condition in parking lots and roads. Steep slopes (15% or greater) represent 2,325 acres or approximately 15 percent of the Township.

Soil Limitations

Both the 1991 Master Plan Revision and Farmland Preservation Ordinance and the 2003 Land Use Plan Element detail soil limitations in Knowlton Township, primarily concerning onsite septic systems. Constraints to septic systems include slope, depth to season high water table, susceptibility to flooding, depth to bedrock, and rockiness. Furthermore, soil permeability strongly influences soil disposal suitability. Soil suitability is based on the Warren County soil survey, which classifies soils based upon suitability for on-site septic systems. According to the Warren County Soil survey, over 85 percent of the Township contains severe conditions for on-site septic severing. Moderately constrained areas are generally located near existing developed area, including areas along Columbia, Delaware, and Hainesburg.

Natural Heritage Priority Sites

The New Jersey Natural Heritage Program identifies the state's most significant natural areas through a comprehensive inventory of rare plant and animal species and representative ecological communities. Natural Heritage Priority Sites contain some of the best and most viable occurrences of endangered and threatened species and natural communities, but they do not cover all known habitat for endangered and threatened species in New Jersey.

In Knowlton Township, three areas have been identified: Delaware and Manunka Chunk Bluffs, and Mount Tammany. Mount Tammany is located within the Delaware Water Gap National Recreation area in the northwestern part of the Township. Manunka Chunk Bluffs and Delaware are priority sites located in the southwestern portions of the Township in close proximity to the Delaware River. Steep slopes impact Manunka Chunk Bluffs, while floodplains, wetlands and steep slope critical areas impact the Delaware priority site.

Watershed Management Areas

High-quality watersheds have been recognized as a valuable resource by the State of New Jersey. The New Jersey Department of Environmental Protection is the agency responsible with their designation and protection. The New Jersey Department of Environmental Protection has divided the entire state into Watershed Management Areas (WMA) and plans to fund a program to provide regional watershed management. The WMA's are organized to develop regional plans, to reduce non-point source pollution, to improve the quality and quantity of water, and to reduce the potential for flooding. All of Knowlton Township is located in the Upper Delaware WMA. This WMA includes all of Warren County and portions of Sussex, Morris, and Hunterdon Counties. 746 square miles in size, the Upper Delaware WMA includes six major

drainage basins: Delaware River, Flat Brook, Paulins Kill, Pequest River, Lopatcong and Pohatcong River Drainage, and the Musconetcong River. These drainage basins flow in a southeasterly direction to the Delaware River, providing an outstanding recreational resource for trout production and maintenance, as well as habitat for an abundance of wildlife including threatened and endangered species.

Known Contaminated Sites—DEP Site

The New Jersey Department of Environmental Protection maintains a list of contaminated sites in New Jersey. The *Known Contaminated Sites in New Jersey* report is a municipal listing of sites where contamination of soil and/or ground water is confirmed at levels greater than the applicable cleanup criteria or standards. Remedial activities are underway or required at the sites with an on-site source of contamination and at locations where the source of contamination is unknown. The Township contains three (3) sites active contaminated sites, two (2) sites with a pending status, and fourteen (14) closed sites with remediated contamination, as listed in the table below:

Known Contaminated Sites- Knowlton Township			
<i>Active Sites with Confirmed Contamination</i>			
Site ID (MasterFile)	PI Number	Site Name	Site Address
486	004890	Columbia Travel Center	1-80 and Route 94
495	001510	Delaware Truck Stop	71 Route 46
489	008963	GMH Management	54 Route 46
<i>Pending Sites with Confirmed Contamination</i>			
Site ID (MasterFile)	PI Number	Site Name	Site Address
62378	G000011315	Clover Rest Home	28 Washington Street
341420	422231	Janco Ltd Diesel Spill	2 Simpson Road
<i>Closed Sites with Remediated Contamination</i>			
Site ID (MasterFile)	PI Number	Site Name	Site Address
142987	189591	27 Route 46	27 Route 46
95933	134984	31A Auble Road	31 Auble Road
170309	223840	4 Victoria Crossing Road	4 Victoria Crossing Road
74053	G000037226	51 Stark Road	51 Stark Road
88816	G000062789	7 Cemetary Road	7 Cemetary Road
164170	215869	88 Hainesburg River Road	88 Hainesburg River Road
158273	208286	90-12 Honey Run Road	90-12 Honey Run Road

Site ID (MasterFile)	PI Number	Site Name	Site Address
88645	G000062560	9 Poppys Ct	9 Poppys Ct
26608	002120	Dennis ACI Truck Stop	55 Route 46
43030	004447	Finks Old Country Pantry	Route 94 & Mt. Pleasant Road
16195	017910	Knowlton Twp Board of Education	80 Route 46
74669	G000040535	Marshall Small Engine Repair	478 Route 94
23892	G000025651	Oraton Rubber Stamp Company	407 Route 94
67639	G000020230	Travel Rite Auto Sales & Service	Decatur St & Locust St
Data Source: Known Contaminated Sites in New Jersey Reports, prepared 9 May 2008			

Land Ownership

As of 2003, publicly owned land comprised 12 percent of the Township, or 1,800 acres of land. The majority of the property is in the Delaware Water Gap National Recreation Area located in the north and northwestern portion of the Township. Unimproved vacant land comprises 1,105 acres or approximately 7.3 percent of total land area. Vacant land and farmland combined totals approximately 69 percent of the Township land area and represents most of the development potential in Knowlton. Under current knowing, the majority of this land is zoned for Farmland Preservation. Yet, as described previously, much of the land in the Township is environmentally constrained. Development of affordable housing in a manner consistent with State and Regional planning objectives, would require that the Township look at locating affordable housing in residential zones near existing development, such as the villages of Columbia, Delaware, and Hainesburg. Noted above, as of 2003, only 18 percent of the Village Residential Zone (the residential zone generally around many of the villages) remains for open development.

Regional Planning

State Development and Redevelopment Plan

The State Plan Policy Map of the SDRP divides the State into five Planning Areas, each of which has specific policy recommendations associated with it. The State Plan identifies Knowlton as:

- (1) Rural/ Rural Environmentally Sensitive Planning Areas (PA 4 and PA 4B), which includes 10,427 or approximately 66 percent of the Township.
- (2) Planning Area 5- Environmentally Sensitive, which included 3,578 acres or 23 percent of the Township
- (3) Planning Areas 7 and 8 for State and Federal Parklands, which includes 1,686 acres or approximately 11 percent of the Township.

The State Plan recommends “protecting the rural character of the area by encouraging a pattern of development that promotes a stronger rural economy in the future while meeting the immediate needs of rural residents, and by identifying and preserving farmland and other open lands. The Plan also promotes policies that can protect and enhance the rural economy and agricultural industry, thereby maintaining a rural environment.” The State Plan also states that Rural Planning Areas need strong centers and that Centers should attract private investment that otherwise might not occur.

VI. CREDITS AND ADJUSTMENTS

Second Round/Prior Round Obligation

At the time of petition, credits and corresponding bonuses for previous housing activity may be applied toward the prior round and growth share obligations. The following are the applicable credits listed in Chapter 97 of the Substantive Rules of COAH for the period beginning June 2, 2008:

- Prior Cycle: Housing units created and occupied between April 1, 1980 and December 15, 1986 in accordance with NJAC 5:97-4.2;
- Post 1986: One credit for each affordable housing unit within an inclusionary development, a municipally sponsored development or a 100 percent affordable development, in accordance with NJAC 5:97-4.3;
- Rehabilitation Credits: Rehabilitation of deficient housing units occupied by low- and moderate-income households performed subsequent to April 1, 2000, in accordance with NJAC 5:97-4.5. In order to receive a rehabilitation credit, a municipality shall submit information regarding the rehabilitated units on forms provided by the Council.

Through Knowlton's Second Round certified plan, much of the Prior Round Obligation had been addressed and credited. The Third Round regulations have recalculated the new construction number and Knowlton now has a Prior Round new construction obligation of 14 units. The Township has a number of Rehabilitation credits and other credits that can be applied to the prior round and growth share obligations.

Existing Creditworthy Projects	
<i>Warren County Housing Rehabilitation Program</i>	# of Units
21 Lime Kiln Road (low income, owner occupied)	1
36 Hemlock Court (very low income, owner occupied)	1
<i>Knowlton Township Rehabilitation Program</i>	
428 Route 94 (low income, owner occupied)	1
<i>Rehabilitation Units Usable as Other Credits</i>	
60 Knowlton Road (low income, accessory apartment, rental)	1
46 Koeck Road (ARC, very low income, group home)	6
116 Hainsburg Road (low/very low income, rental, gut rehab)	4

VII. FAIR SHARE PLAN

Since the adoption of a Third Round Housing Element and Fair Share Plan on April 24, 2007 for substantial certification, as previously mentioned, the affordable housing regulations were amended and the growth share approach revised to incorporate independent household and employment growth projections. In response to the amended regulations, a 2008 Third Round Housing Element and Fair Share Plan are being proposed.

As stated in the October 2008 Third Round regulations, a Fair Share Plan shall include at least the following requirements:

- Descriptions of any credits intended to address any portion of the fair share obligation.
- Descriptions of any adjustments to any portion of the fair share obligation.
- Descriptions of any mechanisms intended to address the prior round obligation, the rehabilitation share, and the growth share obligation.
- An implementation schedule that sets forth a detailed timetable for units to be provided within the period of substantive certification.
- Information and data to support a vacant land adjustment or a household and employment growth projection adjustment.
- Draft Fair Share Ordinances necessary for the implementation of the programs and projects designed to satisfy the fair share need.
- Demonstration that existing zoning or planned changed in zoning provide adequate capacity to accommodate any proposed inclusionary developments.
- Demonstration of existing or planned water and sewer capacity sufficient to accommodate all proposed mechanisms and;
- A spending plan, if the municipality intends on establishing an affordable housing trust fund.

As outlined previously, Knowlton has an obligation of fourteen (14) rehabilitation units, fourteen (14) prior round units and sixty (60) growth share units. Township of Knowlton is part of Region 2 where the median income for a four-person household is \$80,300, the moderate-income level is \$64,240 and low income is \$40,150. The following outlines the measures that the Township will enlist to meet its Fair Share and constitutes the Township's Fair Share Plan.

Growth Share Obligation Requirements

As noted previously, the Township's projected growth share obligation is 60 units. Per the requirements of COAH's Third Round rules, Knowlton must meet the following minimums and maximums when addressing this obligation.

- Age-Restricted: A maximum of 25% (15 units) of the Township's obligation can be met with age-restricted housing.
- Rental: A minimum of 25% (15 units) of the Township's obligation must be addressed with rental housing.
- Rental and Age-Restricted: No more than 50% (7 units) of the Township's rental housing obligation can be met with age-restricted housing.
- Very Low Income: A minimum of 13% (8 units) of the growth share obligation must be affordable to very low-income households. Very low-income households are defined as those households earning less than 30% of the regional median income.

Proposed Mechanisms

Rehabilitation Share

Since April 1, 2000, a total of four (4) low- and moderate-income housing rehabilitations have occurred within the Township of Knowlton. Two (2) of them were completed by the Township's program and the other two were completed by the Warren County program. One of these units, however, was a gut rehabilitation of a rental property and is being applied toward growth share as a new construction unit. The existing affordability controls on 428 Route 94 will expire in 2014. The Township proposes to extend the affordability controls at least through 2018.

Rehabilitation Share 1999 - 2018	
<i>Warren County Housing Rehabilitation Program</i>	
21 Lime Kiln Road (low income, owner)	1
36 Hemlock Court (very low income, owner)	1
<i>Knowlton Township Rehabilitation Program</i>	
428 Route 94 (low income, owner)	1
Total Credits	3
Rehabilitation Share Obligation	14
Remaining Obligation	11

The Township currently has an active rehabilitation program funded through a Small Cities grant. Through this program and continued partnership in the County program, the Township will meet its final eleven (11)-unit obligation. The rehabilitation program is administered in accordance with NJAC 5:94-4.3. The Township' program currently has a waiting list, including:

- 21 Lime Kiln Road, Columbia
- 41 Valley Street, Delaware
- 101 Delaware Road, Columbia

The Township understands that it must provide sufficient funds to complete no less than half of the obligation by year five of the certified plan and can do so with the Small Cities money that it receives. The Township will also continue to participate in the Warren County Housing Program. Knowlton will ensure that the structure of the program adheres to the Third Round regulations and will affirmatively market the program as outlined by the Uniform Housing Affordability Controls (UHAC). The administrating agent will maintain the necessary documentation for each rehabilitated unit and will complete and submit the required monitoring reports.

To complete a total of 11 units by the end of 2018, Knowlton proposes a phased rehabilitation program. The ten-year period between 2008 and 2018 will be divided into five phases of two years each. At least 2 units will be rehabilitated in each phase beginning 2008. The Township understands that it must provide sufficient funds to complete no less than half of the obligation by the mid-point of substantive certification. As it will take time to develop and market the program initially, a lesser number of units will be completed in the first phase (2008 - 2009) with the remainder being picked up throughout the rest of the Plan timeframe as follows:

Knowlton Township Rehabilitation Schedule						
Year	2008 - 2010	2010 - 2012	2012 - 2014	2014 - 2016	2016 - 2018	Total
Number of Units	2	2	2	2	3	11

Prior Round Obligation:

The Township proposes to address its 14-unit Prior Round obligation through the application of existing credits. All of the prior round credits are non-age restricted rental units.

- a. Under the Second Round Plan, the Township was working with the Warren County Chapter of the ARC to develop an alternative living arrangement within the municipality. The construction of a barrier free group home for six individuals with

developmental disabilities has been completed. The municipality continues to work closely with the ARC of Warren County on future projects.

- b. Through its rehabilitation program, Knowlton completed a four (4)-unit reconstruction on an existing apartment house within the municipality. The four-unit home was unoccupied and inhabitable and was unable to receive a CO and be occupied until the work was completed. The units are rented to low and moderate income households and deed restricted per COAH regulations. New construction credit can be applied for this "gut" rehabilitation.
- c. Rental Bonus Credits – Knowlton has a prior round obligation of fourteen (14) units, which in turn, leads to a rental obligation of four (4) units and allowable four (4) bonus credits. The gut rehabilitation of the four (4) unit rental property and the six (6) bedroom ARC Group Home provides for (10) rental credits with additional rental bonus of four (4) credits.

Knowlton Township Prior Round - Proposed Mechanisms	
<i>PRIOR ROUND OBLIGATION</i>	14
Credits/Reductions	0
<i>RCA Credits (0 Total)</i>	0
<i>Prior Cycle Round Credits</i>	0
<i>Post-1986 Credits</i>	
46 Koeck Road -ARC Group Home	6
116 Hainsburg Road (low/very low income, rental)	4
Rental Bonus	4
Total Credits	14
Prior Round Obligation	0

The following table shows the rental bonuses applied towards the Township's prior round obligation:

Knowlton Township Prior Round - Bonus Credits	
2:1 Bonus in Excess of 25% Rental Obligation for Family Rental Units (4 units)	
<i>Rental Obligation</i>	4
46 Koeck Road -ARC Group Home	6
116 Hainsburg Road	4
<i>Total Family Rental Bonus</i>	4
<i>Maximum Rental Bonus Credits</i>	4

Growth Share Obligation:

The Township proposes to address its 60 unit Growth Share obligation through the following mechanisms:

- a. The Township will continue with the Accessory Apartment program as the ordinances are still in place. The Township will advertise and will run the program per COAH regulations. COAH allows for municipalities to provide up to ten (10) units towards their obligation. The program will be split between low/moderate income. The Township shall provide a minimum of \$20,000 to \$25,000 per unit to subsidize the creation of each low or moderate-income accessory apartment. The accessory apartments created shall be family rentals, and shall be deed restricted to be affordable and only available to low and moderate-income households. The Township will advertise and publish announcements regarding the program and will make any ordinance changes necessary to make the program viable.
- b. Market to Affordable-Rent Down Program – The Township proposes to address 10 units of its growth share obligation through a Market to Affordable/Rent Down Program of ten (10) units. The program shall include units subsidized through a written agreement with the property owner and rented to low- and moderate- income households. The program will be designed to produce only low-income units, only moderate-income units or both. The units offered for rental, shall be new, pre-owned or vacant, and certified to be in sound condition as a result of an inspection performed by a licensed building inspector. The Township shall provide a minimum of \$25,000 per unit to subsidize each moderate-income unit and \$30,000 to subsidize each low-income unit, with additional subsidy, as may be necessary depending on rental values. The Township has already identified a number of properties that would be likely candidates for just such a program, these include:
 - 8 Clinton Street, Delaware – 4 units
 - 6 Clinton Street, Delaware – 4 units
- c. Gut Rehab Program – The Township will continue to build on prior success and continue to pursue rehabilitation throughout the Township. The Township will offer the ability to complete "gut" rehabilitation of housing units within designated areas of the Township. The Township will follow the guidelines per reconstruction and ensure that the final units are deed restricted for low and moderate households for 30 years as previously done. Due to the existing housing stock and land use of the Township, reconstruction projects provide for the most viable opportunities for the creation of affordable units. The Township is committed to moving forward with this mechanism to address ten (10) units of the growth share obligation with units available to low and moderate-income households.

- d. Supportive Housing Program – The Township will seek to partner again with the ARC for the creation of two additional group homes within the Township. The homes shall be group homes with developmental disabilities and mental illnesses as licensed by the NJ Dept. of Human Services. As the unit of credit is the bedroom, the Township will seek to create an eight (8) bedroom and a six (6) bedroom facility or any other combination of projects to achieve 14 bedrooms.
- e. Rental Bonus Credits – Knowlton has a growth share obligation of sixty (60) units, which in turn, leads to a rental obligation of fifteen (15) units and allowable fifteen (15) bonus credits. The market to affordable-rent down program, accessory apartments and the gut rehabilitation of rental properties will provide for thirty-one (31) rental credits with the provision of fifteen (15) additional rental bonus of credits.
- f. Existing Accessory Apartment - Under Knowlton's Second Round Plan, one (1) accessory apartment had been developed through the establishment of the Township's accessory apartment program and associated ordinances. The existing affordability controls in place will expire in 2013. The Township proposes to extend the affordability controls at least through 2018.
- g. Very Low Income Units - recent regulations require that 13% of the growth share obligation to be proposed to be very low-income units. According to these regulations, the Township requires eight (8) very low-income units. The Township proposes rental assistance from low to very low incomes homes for four (4) accessory apartments and four (4) market to affordable rental units.

The following table shows the proposed mechanisms to address the growth share obligation of Knowlton Township:

Knowlton Township Growth Share - Proposed Mechanisms	
Growth Share Obligation	60
<i>Credits/Reductions</i>	
Existing Family Rental (60 Knowlton Road)	1
<i>Proposed Units/Mechanisms</i>	
Accessory Apartments - Family Rental	10
Gut Rehab - Family Rental	10
Market to Affordable Rental Program	10
ARC Group Home A	8
ARC Group Home B	6
Rental Bonus Credits	15

Total Credits	60
Growth Share Obligation	60
Remaining Obligation	0
Excess Credits	0

The following table shows the rental bonuses applied towards the Township's growth share obligation:

2:1 Bonus in Excess of 25% Rental Obligation for Family Rental Units	
<i>Rental Obligation</i>	<i>15</i>
Existing Family Rental (60 Knowlton Road)	1
<i>Remaining Rental Obligation</i>	<i>14</i>
Accessory Apartments - Family Rental	10
Gut Rehab - Family Rental	10
Market to Affordable Rental Program	10
<i>Total Family Rental Credits</i>	<i>31</i>
<i>Max Possible Family Rental Bonus</i>	<i>16</i>
<i>Rental Bonus Credits</i>	<i>15</i>

Development Fees

Knowlton currently has a development fee ordinance and the Township has been collecting fees on the rate of one percent for residential and two percent for non-residential development. An affordable housing trust fund has been established and money from the collection of fees and developers agreements has been placed into the fund. The Township will be raising the development fees from one percent of equalized assessed value for residential and two percent of equalized assessed value for non-residential to one and one half percent of equalized assessed value for residential and two and one half percent of equalized assessed value for non-residential development.

Phased Implementation Program

To meet the third round new construction obligation of sixty (60) units by the end of 2018, Knowlton Township proposes a phased implementation program. The ten-year period between 2008 and 2018 will be divided into five phases of two years each, as given below:

Knowlton Township Implementation Schedule for Growth Share Obligation		
	Housing Period	Number of Units
Phase 1	2008-2010	6 units
Phase 2	2010-2012	6 units
Phase 3	2012-2014	6 Units
Phase 4	2014-2016	12 Units
Phase 5	2016-2018	14 Units

Phase 1- December 31, 2008- December 31, 2010

- Accessory apartments
- Market to Affordable Rental Program
- Gut Rehabilitation Program
- Rental Assistance Program

Phase 2- December 31, 2010- December 31, 2012

- Accessory apartments
- Market to Affordable Rental Program
- Gut Rehabilitation Program
- Rental Assistance Program

Phase 3- December 31, 2012- December 31, 2014

- Accessory apartments
- Market to Affordable Rental Program
- Gut Rehabilitation Program
- Rental Assistance Program
- Extension of Expiring Controls: 428 Route 94 and 60 Knowlton Road

Phase 4- December 31, 2014- December 31, 2016

- Accessory apartments
- Market to Affordable Rental Program
- Gut Rehabilitation Program
- Rental Assistance Program
- ARC Group Home 1

Phase 5- December 31, 2016- December 31, 2018

- Accessory apartments
- Market to Affordable Rental Program
- Gut Rehabilitation Program
- Rental Assistance Program
- ARC Group Home 2

APPENDIX A

COAH WORKSHEET "A"

Workbook A: Growth Share Determination Using Published Data

(Using Appendix F(2), *Allocating Growth To Municipalities*)

COAH Growth Projections

Must be used in all submissions

Municipality Name:

Knowlton Township

Enter the COAH generated growth projections from Appendix F(2) found at the back of N.J.A.C. 5:97-1 et seq. on Line 1 of this worksheet. Use the Tab at the bottom of this page to toggle to the exclusions portion of this worksheet. After entering all relevant exclusions, toggle back to this page to view the growth share obligation that has been calculated. Use these figures in the Application for Substantive Certification.

	Residential	Non-Residential
1 Enter Growth Projections From Appendix F(2) *	238	193
2 Subtract the following Residential Exclusions pursuant to 5:97-2.4(a) from "Exclusions" tab	Click Here to enter Prior Round Exclusions	
COs for prior round affordable units built or projected to be built post 1/1/04	0	
Inclusionary Development	0	
Supportive/Special Needs Housing	0	
Accessory Apartments	1	
Municipality Sponsored or 100% Affordable	0	
Assisted Living	0	
Other	0	
Market Units in Prior Round Inclusionary development built post 1/1/04	0	
3 Subtract the following Non-Residential Exclusions (5:97-2.4(b))		
Affordable units	0	
Associated Jobs		0
4 Net Growth Projection	237	193
5 Projected Growth Share (Conversion to Affordable Units Dividing Households by 5 and Jobs by 16)	47.40 Affordable Units	12.06 Affordable Units
6 Total Projected Growth Share Obligation		59 Affordable Units

* For residential growth, see Appendix F(2), Figure A.1, Housing Units by Municipality. For non-residential growth, see Appendix F(2), Figure A.2, Employment by Municipality.

Affordable and Market-Rate Units Excluded from Growth

Municipality Name:

Knowlton Township

Prior Round Affordable Units NOT included in Inclusionary Developments Built post 1/1/04

Development Type

**Number of COs
Issued and/or Projected**

Supportive/Special Needs Housing

Accessory Apartments

Municipally Sponsored and 100% Affordable

Assisted Living

Other

Total

1

1

Market and Affordable Units in Prior Round Inclusionary Development

Built post 1/1/04

N.J.A.C. 5:97-2.4(a)

(Enter Y for yes in Rental column if rental units resulted from N.J.A.C. 5:93-5.15(c)5 incentives)

Development Name	Rentals? (Y/N)	Total Units	Market Units	Affordable Units	Market Units Excluded
		0			0
		0			0
		0			0
		0			0
		0			0
Total		0	0	0	0

Jobs and Affordable Units Built as a result of post 1/1/04 Non-Residential Development

N.J.A.C. 5:97-2.4(b)

Development Name	Affordable Units Provided	Permitted Jobs Exclusion
		0
		0
		0
		0
Total	0	0

[Return To Workbook A Summary](#)

APPENDIX B

COAH PETITION APPLICATION AND SUPPORTING RESOLUTIONS/DOCUMENTS

- RESOLUTION OF KNOWLTON TOWNSHIP PLANNING BOARD ADOPTING THE HOUSING ELEMENT AND FAIR SHARE PLAN (certified copy to follow under separate cover)
- RESOLUTION OF THE KNOWLTON TOWNSHIP GOVERNING BODY ENDORSING THE ADOPTED HOUSING ELEMENT AND FAIR SHARE PLAN
- RESOLUTION OF THE KNOWLTON TOWNSHIP GOVERNING BODY OF INTENT TO FUND SPENDING PLAN SHORTFALL FOR AFFORDABLE HOUSING PROGRAMS
- RESOLUTION OF THE KNOWLTON TOWNSHIP GOVERNING BODY REQUESTING REVIEW AND APPROVAL OF A MUNICIPAL AFFORDABLE HOUSING TRUST FUND SPENDING PLAN
- RESOLUTION APPOINTING A MUNICIPAL HOUSING LIAISON FOR KNOWLTON TOWNSHIP
- 2000 DEVELOPMENT FEE ORDINANCE
- 2005 AMENDED DEVELOPMENT FEE ORDINANCE
- DRAFT AFFORDABLE HOUSING ORDINANCE IN 2008 COAH FORMAT
- ESCROW AGREEMENT FOR AFFORDABLE HOUSING TRUST FUND (to follow under separate cover)
- SERVICE LIST
- INVENTORY OF SITES CHANGED FROM NON-RESIDENTIAL TO RESIDENTIAL USE
- KNOWLTON TOWNSHIP TAX MAPS
- KNOWLTON TOWNSHIP LAND DEVELOPMENT ORDINANCE

**KNOWLTON TOWNSHIP PLANNING BOARD
RESOLUTION OF MEMORIALIZATION**

**Approved: November 25, 2008
Memorialized: November 25, 2008**

**IN THE MATTER OF
ADOPTION OF AMENDED MASTER PLAN
FOR THE TOWNSHIP OF KNOWLTON
Re: HOUSING ELEMENT AND FAIR SHARE PLAN**

WHEREAS, the Planning Board of the Township of Knowlton (hereinafter referred to as the "Planning Board") desires to update and amend the Housing Element and Fair Share Plan of the Master Plan of the Township of Knowlton in accordance with the Municipal Land Use Law, N.J.S. 40:55D-1, et seq.; and

WHEREAS, the Planning Board utilized the services of Professional Planners, Heyer, Gruel & Associates, P.A., for the preparation of a Housing Element and Fair Share Plan for the Master Plan of the Township of Knowlton, dated November 2008; and

WHEREAS, pursuant to N.J.S. 40:55D-11 and -13, the Planning Board provided adequate public notice of a hearing for the above-referenced Master Plan amendment; and

WHEREAS, a public hearing was held on November 25, 2008 at the Knowlton Township Municipal Building during the regularly-scheduled public meeting of the Planning Board; and

WHEREAS, the Planning Board heard the testimony of Paul Glietz of Heyer Gruel and Associates; and

WHEREAS, the meeting was opened to the public, but no public comment was offered; and

WHEREAS, the Planning Board considered the opinions of its Planner, the draft Master Plan amendment Housing Element and Fair Share Plan and thereafter debated and discussed the propriety of the proposed amendment; and

WHEREAS, the Planning Board makes the following conclusions:

There have been significant changes in the requirements imposed upon Knowlton Township regarding its affordable housing need pursuant to the "Third Round Methodology" of New Jersey's Council on Affordable Housing. With: (a) an thorough inventory of Knowlton Township's housing stock; (b) a projection of Knowlton Township's future housing stock; (c) an analysis of Knowlton's demographic characteristics; (d) an analysis of the existing and probable employment characteristics of Knowlton; (e) a determination of Knowlton's present and prospective fair share for low and moderate income housing; and (f) a consideration of the lands in Knowlton most appropriate for construction of low and moderate income housing and/or conversion and/or rehabilitation of existing housing; the Housing Element and Fair Share Plan presented by Heyer, Gruel and Associates fulfills Knowlton's obligation under the "Third Round Methodology" of New Jersey's Council on Affordable Housing by adequately addressing its overall obligation of 88 units. A few typographical errors in the draft plan shall be corrected and credits included for accessory apartments.

43 **NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

- 44 **I.** Pursuant to N.J.S. 40:55D-89, the Planning Board hereby adopts the
45 Housing Element and Fair Share Plan prepared by Heyer, Gruel &
46 Associates, dated November 2008, with corrected typographical errors and
47 credits for accessory apartments; and
- 48 **II.** The Planning Board recommends that the governing body of the Township
49 of Knowlton adopt such Ordinances as will implement the
50 recommendations set forth in the Housing Element and Fair Share Plan.

52 The undersigned does hereby certify that the foregoing is a true copy of the action
53 taken by the Planning Board of the Township of Knowlton at its meeting of November
25, 2008.

54 _____

TOWNSHIP OF KNOWLTON
COUNTY OF WARREN, STATE OF NEW JERSEY

RESOLUTION 08- 104

**GOVERNING BODY RESOLUTION PETITIONING FOR SUBSTANTIVE
CERTIFICATION OF THE HOUSING ELEMENT AND FAIR SHARE PLAN TO THE
COUNCIL OF AFFORDABLE HOUSING**

WHEREAS, the Planning Board of the Township of Knowlton, County of Warren, State of New Jersey, has adopted the Housing Element of the Master Plan; and

WHEREAS, the Planning Board adopted the Fair Share Plan on December 8, 2008; and

WHEREAS, a true copy of the resolution of the Planning Board adopting the Fair Share Plan is attached pursuant to N.J.A.C. 5:95-2.2(a)2.

NOW THEREFORE BE IT RESOLVED that the Governing Body of the Township of Knowlton, County of Warren, State of New Jersey, hereby endorses the Housing Element and Fair Share Plan as adopted by the Knowlton Township Planning Board; and

BE IT FURTHER RESOLVED that the Governing Body of the Township of Knowlton pursuant to the provisions of N.J.S.A. 52:27D-301 et seq. and N.J.A.C. 5:95-3.2, submits this petition for substantive certification of the Housing Element and Fair Share Plan to the Council of Affordable Housing for review and certification; and

BE IT FURTHER RESOLVED that a list of names and addresses for all owners of sites in the Housing Element and Fair Share Plan has been included with the petition; and

BE IT FURTHER RESOLVED that notice of this petition for substantive certification shall be published in a newspaper of countywide circulation pursuant to N.J.A.C. 5:95-3.5 within seven days of issuance of the notification letter from the Council on Affordable Housing's Executive Director indicating that the submission is complete and that a copy of this resolution, the adopted Housing Element and Fair Share Plan and all supporting documentation shall be made available for public inspection at the Knowlton Township municipal clerk's office located at 628 Route 94, Columbia, NJ, during the hours of 8:00 am to 4:00 pm on Monday through Thursday for a period of 45 days following the date of publication of the legal notice pursuant to N.J.A.C. 5:95-3.5.

Dated: December 8, 2008

Motion: *Mathez*

Second: *Farber*

Committee Polled: Farber-*y* Mathez-*y* Odorizzi-*y* James-*y* VanHorn-*y*

Lisa K. Patton

Lisa K. Patton, Municipal Clerk

I hereby certify the foregoing to be a true copy of a resolution adopted by the Township Committee of the Township of Knowlton, Warren County, State of New Jersey at a regular meeting held on December 8, 2008.

Lisa K. Patton

Lisa K. Patton, Municipal Clerk

**TOWNSHIP OF KNOWLTON
WARREN COUNTY, NEW JERSEY**

RESOLUTION 08-113

**RESOLUTION OF INTENT TO FUND SPENDING PLAN SHORTFALL FOR
AFFORDABLE HOUSING PROGRAMS IN THE TOWNSHIP'S FAIR SHARE PLAN**

WHEREAS, pursuant to the substantive regulations of the New Jersey Council On Affordable Housing (COAH), certain portions of the Township's amended Housing Plan Element and Fair Share Plan as adopted by the Knowlton Township Planning Board on November 25, 2008 and endorsed by the Governing Body of the Township of Knowlton on December 8, 2008 may require a financial commitment by the Township; and

WHEREAS, pursuant to N.J.A.C. 5:97-6.79(d)6, COAH requires a municipality to resolve to address any shortfall in the funding of its affordable housing programs as set forth in the Spending Plan and the Fair Share Plan, including its willingness to incur bonded indebtedness, if necessary, to provide the funds required for the timely implementation of the Fair Share Plan;

NOW THEREFORE BE IT RESOLVED, by the Governing Body of the Township of Knowlton, in the County of Warren, New Jersey that to the degree that the funds required for the implementation of the Township's Fair Share Plan, as will be more particularly set forth in the Township's approved Spending Plan, are not available at the time they are needed from all available affordable housing funding sources, the Township will provide the funding needed to cover any shortfall through appropriations in the Township's annual budget, bonding, or any other legal means, with the understanding that any future affordable housing funding which becomes available may be used to reimburse the Township for the costs incurred.

Date: December 29, 2008

Motion: Van Horn
Second: Odorizzi

Roll Call: Mathez - y, Farber - y, Odorizzi - y, James - y, VanHorn - y

Lisa K Patton, RMC
Lisa K. Patton, Municipal Clerk

CERTIFICATION: I hereby certify that the foregoing is a true copy of a Resolution adopted by the Knowlton Township Committee at the meeting held on December 29, 2008.

Lisa K Patton, RMC
Lisa K. Patton, Municipal Clerk

TOWNSHIP OF KNOWLTON
WARREN COUNTY, NEW JERSEY

RESOLUTION 08-114

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF KNOWLTON REQUESTING COAH TO REVIEW AND APPROVE
THE TOWNSHIP'S DRAFT SPENDING PLAN**

WHEREAS, the Governing Body of the Township of Knowlton, County of Warren petitioned the Council on Affordable Housing (COAH) for substantive certification on December 30, 2008; and

WHEREAS, the Township of Knowlton received approval from COAH on September 28, 2000 of its development fee ordinance; and

WHEREAS, the development fee ordinance establishes an affordable housing trust fund that may include funds collected from development fees, payments from developers in lieu of constructing affordable units on-site, barrier free escrow funds, rental income, repayments from affordable housing program loans, recapture funds, proceeds from the sale of affordable units, and/or other funds collected in connection with the Township's affordable housing program; and

WHEREAS, N.J.A.C. 5:97-8.1(d) requires a municipality with an affordable housing trust fund to receive approval of a spending plan from COAH prior to spending any of the funds in its housing trust fund; and

WHEREAS, N.J.A.C. 5:97-8.10 requires a spending plan to include the following:

1. A projection of revenues anticipated from imposing fees on development, based on pending, approved and anticipated developments and historic development activity;
2. A projection of revenues anticipated from other sources, including payments in lieu of constructing affordable units on sites zoned for affordable housing, funds from the sale of units with extinguished controls, proceeds from the sale of affordable units, rental income, repayments from affordable housing program loans, and interest earned;
3. A description of the administrative mechanism that the municipality will use to collect and distribute revenues;
4. A description of the anticipated use of all affordable housing trust funds pursuant to N.J.A.C. 5:97-8.7, 8.8, and 8.9;
5. A schedule for the expenditure of all affordable housing trust funds;
6. If applicable, a schedule for the creation or rehabilitation of housing units;
7. A pro-forma statement of the anticipated costs and revenues associated with the development if the municipality envisions supporting or sponsoring public sector or non-profit construction of housing; and

8. A plan to spend the trust fund balance as of July 17, 2008 within four years of the Council's approval of the spending plan, or in accordance with an implementation schedule approved by the Council;

9. A plan to spend and/or contractually commit all development fees and any payments in lieu of construction within three years of the end of the calendar year in which funds are collected, but no later than the end of third round substantive certification period;

10. The manner through which the municipality will address any expected or unexpected shortfall if the anticipated revenues from development fees are not sufficient to implement the plan; and

11. A description of the anticipated use of excess affordable housing trust funds, in the event more funds than anticipated are collected, or projected funds exceed the amount necessary for satisfying the municipal affordable housing obligation.

WHEREAS, the Township of Knowlton has prepared a spending plan consistent with N.J.A.C. 5:97-8.10 and P.L. 2008, c.46.

NOW THEREFORE BE IT RESOLVED that the Governing Body of the Township of Knowlton, County of Warren requests that COAH review and approve Knowlton's draft spending plan.

Date: December 29, 2008

Motion: VanHorn

Second: Odorizzi

Roll Call: Mathez -y, Farber y, Odorizzi y, James y, VanHorn y.

Lisa K Patton, RMC
Lisa K. Patton, Municipal Clerk

CERTIFICATION: I hereby certify that the foregoing is a true copy of a Resolution adopted by the Knowlton Township Committee at the meeting held on December 29, 2008.

Lisa K Patton, RMC
Lisa K. Patton, Municipal Clerk

TOWNSHIP of KNOWLTON
Warren County, New Jersey
Resolution 2008 – 03/88
RESOLUTION APPROVING COMPENSATED APPOINTMENTS

WHEREAS, it is necessary to appoint various persons to fill the numerous positions of authority in the Township of Knowlton for the year 2008:

NOW THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Knowlton, Warren County, New Jersey, that the following appointments be made for the following offices, with the terms being until December 31, 2008:

*	Municipal Clerk	Lisa Patton
	Personnel Administrator	Lisa Patton
	Wastewater Administrator	Lisa Patton
	Shared Services/Grant Administrator	Lisa Patton
	Assessment Search Officer	Lisa Patton
	Registrar of Vital Statistics	Eleanor Clarkson
	Office Assistant	Eleanor Clarkson
	Temporary Office Assistants	A. Gaydosh, S. Maroney, D. Richards, K. Sarson
	Deputy Registrar of Vital Statistics	Theresa Tamburro
	Animal License Officer	Eleanor Clarkson
	Recycling Coordinator	Eleanor Clarkson
	Office Assistant	Ruth DeGeorge
	Chief Financial Officer	Greg Della Pia
	Tax Collector	Evan Howell
	Tax Search Officer	Evan Howell
	Deputy Tax Collector	Joe Piesecki
	Tax Assessor	Richard Motyka
	Tax Assessment Assistant	Kenna Pearson
	Code Enforcement Officer	George Rabtzow
	Driveway Inspector	George Rabtzow
	Planning Board Secretary	Alphia Schemm
	Board of Adjustment Secretary	Alphia Schemm
	Animal Control Officer	Alan DeCarolis
*	Municipal Judge	Dominick Santini
	Court Administrator	Rosanne McPartland
	Deputy Court Administrator	Ruth DeGeorge
****	Welfare Director	Dawn Gallant
	Public Works Certified Manager	Raymond Cowell
	Public Works Assistant Supervisor	Thomas Steckel
	Public Works Driver/Laborer	Brian Peck, Dave Quick
	Public Works Laborer- Part time	Dave Fisher
	Recreation Director	Katherine Cuntala
	Community Service Supervisor	George Trongone
	Recreation Worker	Fred Osmun, Howard Cowell
***	Emergency Management Coordinator	Frank Makowski
	911 Coordinator	Frank Makowski
	Deputy Emergency Management Coordinator	Brian Peck

Emergency Management Assistant
Municipal Housing Liason/COAH Administrator

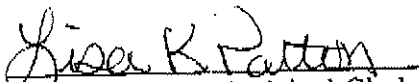
Lisa Patton
Dinah Rush

* term expires 12/31/08
** term expires 12/31/09
*** term expires 12/31/10
**** term expires 12/31/12

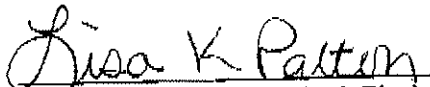
Motion: *Mathez*
Second: *Farber*

Committee Polled: *Farber-y, Mathez-y, Odorizzi-y, James-y, VanHorn-y*

Date: September 25, 2008


Lisa K. Patton, Municipal Clerk

I hereby certify the foregoing to be a true copy of a resolution adopted by the Township Committee of the Township of Knowlton, Warren County, State of New Jersey at the annual reorganization meeting held on January 3, 2008, amended 1/19/08, 5/12/08, **9/25/08**.


Lisa K. Patton, Municipal Clerk

Rev. 1-19-08
Rev. 5-12-08

ORDINANCE NO. 00 - 03

**AN ORDINANCE SUPPLEMENTING AND AMENDING
THE "LAND DEVELOPMENT ORDINANCE" SUBCODE
OF THE
TOWNSHIP OF KNOWLTON
COUNTY OF WARREN, STATE OF NEW JERSEY
WITH REFERENCE TO SATISFYING THE REQUIREMENTS
OF THE NEW JERSEY COUNCIL ON AFFORDABLE HOUSING (COAH)
BY ADDING A NEW SECTION 11-152.1 ENTITLED
"DEVELOPMENT FEES FOR AFFORDABLE HOUSING"**

WHEREAS the Township Committee of the Township of Knowlton desires to comply with the New Jersey Council On Affordable Housing (COAH) by requesting COAH to review and approve this ordinance requiring mandatory development fees for the provision of affordable housing; and

WHEREAS Knowlton Township has submitted all documentation as required in N.J.A.C. 5:93-8.8 (a) 1.-8. of COAH's "Substantive Rules" for review by COAH of this proposed

development fee ordinance; and

WHEREAS COAH has reviewed the documentation and the provisions of this ordinance for compliance with Subchapter 8 and N.J.A.C. 5:93-4.3 (b) of COAH's "Substantive Rules" and has determined that this ordinance complies with all requirements set forth in said "Substantive Rules".

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Knowlton that the "Land Development Ordinance" Subcode from the Code of the Township of Knowlton be supplemented and amended as follows:

SECTION 1. Add a new Section 11-152.1 to the "Land Development Ordinance" Subcode, to be entitled "**Development Fees For Affordable Housing**" and to read in its entirety

as follows:

"§ 11-152.1 Development Fees For Affordable Housing.

A. Purpose

In Holmdel Builder's Ass'n v. Holmdel Township, 121 N.J. 550 (1990), the New Jersey Supreme Court determined that mandatory development fees are authorized by the Fair Housing Act of 1985, N.J.S.A. 52:27D-301, et seq., and the State Constitution subject to the Council On Affordable Housing's (COAH) developing rules. The purpose of this these ordinance provisions is to establish standards for the collection, maintenance and expenditure of development fees pursuant to COAH's rules. Fees collected pursuant to these ordinance provisions shall be used for the sole purpose of providing "low" and "moderate" income housing. These ordinance provisions shall be interpreted within the framework of COAH's rules on development fees.

B. Residential Development

- (1) In accordance with N.J.A.C. 5:93-8.10 (a) of COAH's "Substantive Rules", all new development of principal and accessory residential buildings within the Township of Knowlton, not exempt from the collection of development fees in accordance with the provisions specified in Subsection 11-152.1 D. of this Ordinance hereinbelow, shall pay a fee to Knowlton Township equal to one-half of one percent (0.5%) of the equalized assessed value of the residential development.
- (2) Notwithstanding the provisions of Subsection 11-152.1 B.(1) hereinabove, if a "d" variance is granted for more residential units than otherwise permitted by right under the existing zoning, then the additional residential units realized as a result of the "d" variance approval shall pay a bonus development fee to Knowlton Township equal to six percent (6%) of the equalized assessed value of the residential development, rather than the one-half of one percent (0.5%) development fee otherwise required for the residential units permitted by right. However, if the zoning of a site has changed during the immediate two (2) years prior to the filing of the "d" variance application, then the base density for the purposes of calculating the bonus development fee shall be the highest density permitted by right during the two (2) year time period

C. Nonresidential Development

- (1) In accordance with N.J.A.C. 5:93-8.11 (a) of COAH's "Substantive Rules", all new development of principal and accessory nonresidential buildings within the Township of Knowlton, not exempt from the collection of development fees in accordance with the provisions specified in Subsection 11-152.1 D. of this Ordinance hereinbelow, shall pay a fee to Knowlton Township equal to one percent (1%) of the equalized assessed value of the nonresidential development.
- (2) Notwithstanding the provisions of Subsection 11-152.1 C.(1) hereinabove, if a "d" variance is granted for additional floor/area ratio (F.A.R.) than otherwise permitted by right under the existing zoning, then the additional floor area realized as a result of the "d" variance approval shall pay a bonus development fee to Knowlton Township equal to six percent (6%) of the equalized assessed value of the nonresidential development, rather than the one percent (1.0%) development fee otherwise required for the nonresidential floor area permitted by right. However, if the zoning of a site has changed during the immediate two (2) years prior to the filing of the "d" variance application, then the base F.A.R. for the purposes of calculating the bonus development fee shall be the highest F.A.R. permitted by right during the two (2) year time period.

D. Eligible Exactions, Ineligible Exactions And Exemptions

- (1) All residential development within any "Inclusionary Development" shall be exempt from paying development fees.
- (2) Development fees shall not be collected for the expansion of any existing principal or accessory residential building and/or for the construction of an accessory structure which is not a building.
- (3) Development fees shall not be collected for the expansion of any existing principal or accessory nonresidential building and/or for the construction of an accessory structure which is not a building.
- (4) Regarding minor subdivisions approved prior to the effective date of these ordinance provisions, any residential dwelling unit to be constructed on a lot created by the approved minor subdivision shall be exempt from paying development fees if the Construction Permit for the dwelling unit is issued within two (2) years of the date on which the resolution of minor subdivision approval was adopted, or within such further time if an extension has been granted pursuant to the Municipal Land Use Law and/or the Permit Extension Act.
- (5) Regarding minor site plans approved prior to the effective date of these ordinance provisions, any principal nonresidential building to be constructed as part of the approved minor site plan shall be exempt from paying development fees if the Construction Permit for the building is issued within two (2) years of the date on which the resolution for minor site plan approval was adopted, or within such further time if an extension has been granted pursuant to the Municipal Land Use Law and/or the Permit Extension Act.
- (6) Regarding preliminary major subdivisions and/or preliminary major site plans approved prior to the effective date of these ordinance provisions, any residential dwelling unit to be constructed as part of the approved development shall be exempt from paying development fees if the following two (2) conditions have been met:
 - (a) The subject development received final major subdivision and/or final major site plan approval prior to the expiration of the vesting period of three (3) years from the date on which the resolution of preliminary approval was adopted, or within such further time if an extension has been granted pursuant to the Municipal Land Use Law and/or the Permit Extension Act; and
 - (b) The Construction Permit is issued within two (2) years of the date on which the resolution of final major subdivision and/or final major site plan

approval was adopted, or within such further time if an extension has been granted pursuant to the Municipal Land Use Law and/or the Permit Extension Act.

- (7) Regarding final major subdivisions and/or final major site plans approved prior to the effective date of these ordinance provisions, any residential dwelling unit to be constructed as part of the approved development shall be exempt from paying development fees if the Construction Permit is issued within two (2) years of the date on which the resolution of final subdivision and/or final site plan approval was adopted, or within such further time if an extension has been granted pursuant to the Municipal Land Use Law and/or the Permit Extension Act.

E. Collection Of Fees

The Administrative Officer of Knowlton Township shall notify the Township Construction Code Official whenever either a preliminary or final approval is granted to any development which is subject to the collection of a development fee, and the development fees shall be collected in accordance with the following:

- (1) Developers shall pay fifty percent (50%) of the required development fee to the Knowlton Township Construction Code Official at the time of the issuance of the Construction Permit therefor. The development fee shall be estimated by the Township Tax Assessor prior to the issuance of the Construction Permit.
- (2) Developers shall pay the remainder of the development fee to the Knowlton Township Construction Code Official at the time of the issuance of a Certificate of Occupancy. The Township Tax Assessor shall re-estimate the equalized assessed value and the required development fee at the time of the issuance of the Certificate of Occupancy. The developer shall be responsible for paying the difference between the development fee calculated at the time of the issuance of the Certificate of Occupancy and the amount paid at the time of the issuance of the Construction Permit.
- (3) Thereafter, when the final equalized value is determined by the Township Tax Assessor, the Construction Code Official shall be so noticed by the Township Tax Assessor and, if additional fees are due, the developer shall be so noticed by the Construction Code Official. Within ten (10) days from receipt of the notice, the developer shall pay to the Township Construction Code Official any additional development fee as may be required; i.e., the difference between the development fee as previously calculated based upon the estimates of the equalized value and the development fee as calculated based upon the equalized assessed value as finally determined.

- (a) The failure of the developer to make timely payment of any required additional development fee shall entitle the Township to file, without further notice to the developer, a lien against the subject development; and
 - (b) In the event the Township shall file such a lien, the Township may add to the aforesaid additional development fee amount reasonable attorney fees necessary to file and discharge said lien, together with any and all costs incurred to file and discharge said lien.
- (4) The Construction Code Official shall forward all collected development fees to Knowlton Township's Chief Financial Officer who shall deposit such fees into the established "Housing Trust Fund".

F. Housing Trust Fund

All development fees shall be deposited by the Chief Financial Officer of the Township of Knowlton into a separate designated interest-bearing "Housing Trust Fund".

- (1) No money shall be expended from the "Housing Trust Fund" unless the expenditure conforms to the "Spending Plan" adopted by Township Committee as approved by the New Jersey Council On Affordable Housing (COAH) and referenced in Subsection 11-152.1 G. hereinbelow.
- (2) The development fees placed in the "Housing Trust Fund" shall be deemed "dedicated revenues" as such term is defined in N.J.S.A. 40A:4-36; and
- (3) In establishing the "Housing Trust Fund", the Township Committee shall provide whatever express written authorization that may be required by the bank utilized by the Township of Knowlton in order to permit the Council (COAH) to itself direct the disbursement of development fees should it be determined by the Council (COAH) that there is not compliance by the Township of Knowlton with the requirements specified in N.J.A.C. 5:93-8.17 of the "Substantive Rules" of the Council (COAH).

G. Reference To "Spending Plan"

- (1) Subject to the approval of the Township Committee, who shall adopt a "Resolution of Approval of Trust Fund Expenditure" to be forwarded to the Chief Financial Officer who shall issue the funds to be expended, Knowlton Township shall use the revenue collected from development

fees for any activity approved by the Council (COAH) which addresses the "fair share" housing obligation of the Township of Knowlton, including, but not limited to the following:

- (a) Rehabilitation of the units;
 - (b) New construction of "Affordable Units";
 - (c) "Regional Contribution Agreements";
 - (d) Purchase of land for "low" and "moderate" income housing;
 - (e) Improvement of land to be used for "low" and "moderate" income housing;
 - (f) Extension and/or improvements of roads and infrastructure to "low" and "moderate" income housing sites;
 - (g) Assistance designed to render housing units to be more affordable; and
 - (h) Administration to the implementation of the "Housing Plan Element And Fair Share Plan" of the Township of Knowlton.
- (2) Funds shall not be expended to reimburse the Township of Knowlton for past housing activities.
- (3) As more particularly detailed in the adopted "Spending Plan", at least thirty percent (30%) of the revenues collected from the development fees shall be devoted to render housing units more affordable:
- (a) Examples of such activities include, but are not limited to, downpayment assistance, low interest loans, and rental assistance; and

- (b) The requirement may be waived in whole or in part when the Township of Knowlton demonstrates to the Council (COAH) the ability to address the requirement of affordability assistance from another source.
- (4) In accordance with the adopted "Spending Plan", no more than twenty percent (20%) of the revenues collected from the development fees shall be expended on administration, including, but not limited to, the salaries and benefits for Knowlton Township employees or consultant fees necessary to develop or implement a rehabilitation program, a new construction program, a regional contribution agreement, a housing element, and/or an affirmative marketing program. Administrative funds may be used for income qualification of households, monitoring the turnover of sale and rental units, and compliance with the monitoring requirements of the Council (COAH). Development fees shall not be used to defray the costs of existing staff.

H. Monitoring

Knowlton Township's Chief Financial Officer shall complete and return to the Council (COAH) all monitoring forms related to the collection of development fees, the expenditures of the revenues, and the implementation of the "Spending Plan" adopted by the Township Committee and referenced in Subsection 11-152.1 G. Additionally, Knowlton Township's Chief Financial Officer shall file quarterly financial reports and annual program implementation and auditing reports with the Council (COAH) on forms designed by the Council (COAH).

I. Expiration Of Ordinance

These ordinance provisions shall expire if:

- (1) The New Jersey Council On Affordable Housing (COAH) dismisses or denies Knowlton Township's petition for "Substantive Certification";
- (2) COAH revokes "Substantive Certification" or its certification of ; and/or
- (3) "Substantive Certification" expires prior to Knowlton Township's filing an adopted "Housing Plan Element" with COAH, petitioning for "Substantive Certification" or receiving COAH's approval of these ordinance provisions."

SECTION 2. If any section, paragraph, subsection, clause or provision of this ordinance

shall be adjudged by the Courts to be invalid, such adjudication shall apply only to the section,

development fee ordinance; and

WHEREAS COAH has reviewed the documentation and the provisions of this ordinance for compliance with Subchapter 8 and N.J.A.C. 5:93-4.3 (b) of COAH's "Substantive Rules" and has determined that this ordinance complies with all requirements set forth in said "Substantive Rules".

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Knowlton that the "Land Development Ordinance" Subcode from the Code of the Township of Knowlton be supplemented and amended as follows:

SECTION 1. Add a new Section 11-152.1 to the "Land Development Ordinance" Subcode, to be entitled "**Development Fees For Affordable Housing**" and to read in its entirety

as follows:

"§ 11-152.1 Development Fees For Affordable Housing.

A. Purpose

In Holmdel Builder's Ass'n v. Holmdel Township, 121 N.J. 550 (1990), the New Jersey Supreme Court determined that mandatory development fees are authorized by the Fair Housing Act of 1985, N.J.S.A. 52:27D-301, et seq., and the State Constitution subject to the Council On Affordable Housing's (COAH) developing rules. The purpose of this these ordinance provisions is to establish standards for the collection, maintenance and expenditure of development fees pursuant to COAH's rules. Fees collected pursuant to these ordinance provisions shall be used for the sole purpose of providing "low" and "moderate" income housing. These ordinance provisions shall be interpreted within the framework of COAH's rules on development fees.

B. Residential Development

- (1) In accordance with N.J.A.C. 5:93-8.10 (a) of COAH's "Substantive Rules", all new development of principal and accessory residential buildings within the Township of Knowlton, not exempt from the collection of development fees in accordance with the provisions specified in Subsection 11-152.1 D. of this Ordinance hereinbelow, shall pay a fee to Knowlton Township equal to one-half of one percent (0.5%) of the equalized assessed value of the residential development.
- (2) Notwithstanding the provisions of Subsection 11-152.1 B.(1) hereinabove, if a "d" variance is granted for more residential units than otherwise permitted by right under the existing zoning, then the additional residential units realized as a result of the "d" variance approval shall pay a bonus development fee to Knowlton Township equal to six percent (6%) of the equalized assessed value of the residential development, rather than the one-half of one percent (0.5%) development fee otherwise required for the residential units permitted by right. However, if the zoning of a site has changed during the immediate two (2) years prior to the filing of the "d" variance application, then the base density for the purposes of calculating the bonus development fee shall be the highest density permitted by right during the two (2) year time period

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- (2) Notwithstanding the provisions of Subsection 11-152.1 C.(1) hereinabove, if a "d" variance is granted for additional floor/area ratio (F.A.R.) than otherwise permitted by right under the existing zoning, then the additional floor area realized as a result of the "d" variance approval shall pay a bonus development fee to Knowlton Township equal to six percent (6%) of the equalized assessed value of the nonresidential development, rather than the one percent (1.0%) development fee otherwise required for the nonresidential floor area permitted by right. However, if the zoning of a site has changed during the immediate two (2) years prior to the filing of the "d" variance application, then the base F.A.R. for the purposes of calculating the bonus development fee shall be the highest F.A.R. permitted by right during the two (2) year time period.

D. Eligible Exactions, Ineligible Exactions And Exemptions

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- (3) Development fees shall not be collected for the expansion of any existing principal or accessory nonresidential building and/or for the construction of an accessory structure which is not a building.
- (4) Regarding minor subdivisions approved prior to the effective date of these ordinance provisions, any residential dwelling unit to be constructed on a lot created by the approved minor subdivision shall be exempt from paying development fees if the Construction Permit for the dwelling unit is issued within two (2) years of the date on which the resolution of minor subdivision approval was adopted, or within such further time if an extension has been granted pursuant to the Municipal Land Use Law and/or the Permit Extension Act.
- (5) Regarding minor site plans approved prior to the effective date of these ordinance provisions, any principal nonresidential building to be constructed as part of the approved minor site plan shall be exempt from paying development fees if the Construction Permit for the building is issued within two (2) years of the date on which the resolution for minor site plan approval was adopted, or within such further time if an extension has been granted pursuant to the Municipal Land Use Law and/or the Permit Extension Act.
- (6) Regarding preliminary major subdivisions and/or preliminary major site plans approved prior to the effective date of these ordinance provisions, any residential dwelling unit to be constructed as part of the approved development shall be exempt from paying development fees if the following two (2) conditions have been met:
 - (a) The subject development received final major subdivision and/or final major site plan approval prior to the expiration of the vesting period of three (3) years from the date on which the resolution of preliminary approval was adopted, or within such further time if an extension has been granted pursuant to the Municipal Land Use Law and/or the Permit Extension Act; and
 - (b) The Construction Permit is issued within two (2) years of the date on which the resolution of final major subdivision and/or final major site plan

approval was adopted, or within such further time if an extension has been granted pursuant to the Municipal Land Use Law and/or the Permit Extension Act.

- (7) Regarding final major subdivisions and/or final major site plans approved prior to the effective date of these ordinance provisions, any residential dwelling unit to be constructed as part of the approved development shall be exempt from paying development fees if the Construction Permit is issued within two (2) years of the date on which the resolution of final subdivision and/or final site plan approval was adopted, or within such further time if an extension has been granted pursuant to the Municipal Land Use Law and/or the Permit Extension Act.

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- (3) Thereafter, when the final equalized value is determined by the Township Tax Assessor, the Construction Code Official shall be so noticed by the Township Tax Assessor and, if additional fees are due, the developer shall be so noticed by the Construction Code Official. Within ten (10) days from receipt of the notice, the developer shall pay to the Township Construction Code Official any additional development fee as may be required; i.e., the difference between the development fee as previously calculated based upon the estimates of the equalized value and the development fee as calculated based upon the equalized assessed value as finally determined.

- (a) The failure of the developer to make timely payment of any required additional development fee shall entitle the Township to file, without further notice to the developer, a lien against the subject development; and
 - (b) In the event the Township shall file such a lien, the Township may add to the aforesaid additional development fee amount reasonable attorney fees necessary to file and discharge said lien, together with any and all costs incurred to file and discharge said lien.
- (4) The Construction Code Official shall forward all collected development fees to Knowlton Township's Chief Financial Officer who shall deposit such fees into the established "Housing Trust Fund".

F. Housing Trust Fund

All development fees shall be deposited by the Chief Financial Officer of the Township of Knowlton into a separate designated interest-bearing "Housing Trust Fund".

- (1) No money shall be expended from the "Housing Trust Fund" unless the expenditure conforms to the "Spending Plan" adopted by Township Committee as approved by the New Jersey Council On Affordable Housing (COAH) and referenced in Subsection 11-152.1 G. hereinbelow.
- (2) The development fees placed in the "Housing Trust Fund" shall be deemed "dedicated revenues" as such term is defined in N.J.S.A. 40A:4-36; and
- (3) In establishing the "Housing Trust Fund", the Township Committee shall provide whatever express written authorization that may be required by the bank utilized by the Township of Knowlton in order to permit the Council (COAH) to itself direct the disbursement of development fees should it be determined by the Council (COAH) that there is not compliance by the Township of Knowlton with the requirements specified in N.J.A.C. 5:93-8.17 of the "Substantive Rules" of the Council (COAH).

G. Reference To "Spending Plan"

- (1) Subject to the approval of the Township Committee, who shall adopt a "Resolution of Approval of Trust Fund Expenditure" to be forwarded to the Chief Financial Officer who shall issue the funds to be expended, Knowlton Township shall use the revenue collected from development

fees for any activity approved by the Council (COAH) which addresses the "fair share" housing obligation of the Township of Knowlton, including, but not limited to the following:

- (a) Rehabilitation of the units;
 - (b) New construction of "Affordable Units";
 - (c) "Regional Contribution Agreements";
 - (d) Purchase of land for "low" and "moderate" income housing;
 - (e) Improvement of land to be used for "low" and "moderate" income housing;
 - (f) Extension and/or improvements of roads and infrastructure to "low" and "moderate" income housing sites;
 - (g) Assistance designed to render housing units to be more affordable; and
 - (h) Administration to the implementation of the "Housing Plan Element And Fair Share Plan" of the Township of Knowlton.
- (2) Funds shall not be expended to reimburse the Township of Knowlton for past housing activities.
- (3) As more particularly detailed in the adopted "Spending Plan", at least thirty percent (30%) of the revenues collected from the development fees shall be devoted to render housing units more affordable:
- (a) Examples of such activities include, but are not limited to, downpayment assistance, low interest loans, and rental assistance; and

- (b) The requirement may be waived in whole or in part when the Township of Knowlton demonstrates to the Council (COAH) the ability to address the requirement of affordability assistance from another source.
- (4) In accordance with the adopted "Spending Plan", no more than twenty percent (20%) of the revenues collected from the development fees shall be expended on administration, including, but not limited to, the salaries and benefits for Knowlton Township employees or consultant fees necessary to develop or implement a rehabilitation program, a new construction program, a regional contribution agreement, a housing element, and/or an affirmative marketing program. Administrative funds may be used for income qualification of households, monitoring the turnover of sale and rental units, and compliance with the monitoring requirements of the Council (COAH). Development fees shall not be used to defray the costs of existing staff.

H. Monitoring

Knowlton Township's Chief Financial Officer shall complete and return to the Council (COAH) all monitoring forms related to the collection of development fees, the expenditures of the revenues, and the implementation of the "Spending Plan" adopted by the Township Committee and referenced in Subsection 11-152.1 G. Additionally, Knowlton Township's Chief Financial Officer shall file quarterly financial reports and annual program implementation and auditing reports with the Council (COAH) on forms designed by the Council (COAH).

I. Expiration Of Ordinance

These ordinance provisions shall expire if:

- (1) The New Jersey Council On Affordable Housing (COAH) dismisses or denies Knowlton Township's petition for "Substantive Certification";
- (2) COAH revokes "Substantive Certification" or its certification of ; and/or
- (3) "Substantive Certification" expires prior to Knowlton Township's filing an adopted "Housing Plan Element" with COAH, petitioning for "Substantive Certification" or receiving COAH's approval of these ordinance provisions."

SECTION 2. If any section, paragraph, subsection, clause or provision of this ordinance

shall be adjudged by the Courts to be invalid, such adjudication shall apply only to the section,

paragraph, subsection, clause or provision so adjudged, and the remainder of this ordinance shall be deem valid and effective.

SECTION 3. This ordinance shall take effect upon final adoption, publication and the filing of a copy of said ordinance with the Warren County Planning Board, all in accordance with the law.

Introduction: March 13, 2000

Adoption: April 10, 2000

Lisa K. Patton

Lisa K. Patton
Municipal Clerk

Frank C. VanHorn

Frank C. VanHorn
Mayor

CERTIFICATION: I hereby certify that the foregoing is a true copy of a Ordinance adopted by the Knowlton Township Committee at the meeting held on April 10, 2000.

Lisa K. Patton

Lisa K. Patton
Municipal Clerk

TOWNSHIP OF KNOWLTON
COUNTY OF WARREN
STATE OF NEW JERSEY

ORDINANCE 2005- 07

AN ORDINANCE AMENDING ORDINANCE 2000-03, WHICH ADDED
SECTION 11-152.1, ENTITLED "DEVELOPMENT FEES FOR AFFORDABLE
HOUSING" ESTABLISHING NEW DEVELOPMENT FEES FOR
AFFORDABLE HOUSING FOR THE TOWNSHIP OF KNOWLTON

WHEREAS, the Township of Knowlton adopted Ordinance 2000-03, *et seq.* entitled ("Development Fee Ordinance"); and

WHEREAS, the Council on Affordable Housing ("COAH") has permitted municipalities to increase fees to developers which do not provide Mount Laurel housing;

NOW THEREFORE BE IT ORDAINED, by the Mayor and Committee of the Township of Knowlton, in the County of Warren, and State of New Jersey that Section 11-152.1 entitled "Development Fees for Affordable Housing" of the Code of the Township of Knowlton is hereby amended as follows and all other sections will remain unchanged:

Section 11-152.1(B)(2) Residential Development Fees

Within this township, developers shall pay a development fee of one percent 1% of the equalized assessed value of any eligible residential construction pursuant to Ordinance 2000-03.

Section 11-152.1(C)(2) Nonresidential Development Fees

Within this township, developers shall pay a fee of two percent 2% of equalized assessed value for eligible nonresidential construction pursuant to 2000-03.

BE IT FURTHER ORDAINED that this Ordinance shall take effect immediately upon adoption and publication according to law.

Frank C. Van Horn

FRANK C. VAN HORN, Mayor

Lisa K. Patton
LISA PATTON, Clerk

Introduced 5/9/05

Motion: Summers

Second: Farber

Mathew - yes, Summers - yes, Farber - yes, Sinky - yes
Van Horn - yes.

ORDINANCE NO 09-

TOWNSHIP OF KNOWLTON, COUNTY OF WARREN, STATE OF NEW JERSEY

AN ORDINANCE TO ADD ARTICLE 53 "AFFORDABLE HOUSING REGULATIONS" OF THE COMPREHENSIVE LAND DEVELOPMENT SUBCODE OF THE TOWNSHIP OF KNOWLTON

Purpose: An ordinance to address the requirements of the Council on Affordable Housing (COAH) regarding compliance with Knowlton Township's prior round and third round affordable housing obligations.

Section 1. Affordable Housing Obligation

- (a) This Ordinance is intended to assure that low- and moderate-income units ("affordable units") are created with controls on affordability over time and that low- and moderate-income households shall occupy these units. This Ordinance shall apply except where inconsistent with applicable law.
- (b) The Knowlton Township Planning Board has adopted a Housing Element and Fair Share Plan pursuant to the Municipal Land Use Law at N.J.S.A. 40:55D-1, et seq. The Fair Share Plan has been endorsed by the governing body. The Fair Share Plan describes the ways Knowlton Township shall address its fair share for low- and moderate-income housing as determined by the Council on Affordable Housing (COAH) and documented in the Housing Element.
- (c) This Ordinance implements and incorporates the Fair Share Plan and addresses the requirements of N.J.A.C. 5:97, as may be amended and supplemented.
- (d) Knowlton Township shall file monitoring reports with COAH in accordance with N.J.A.C. 5:96, tracking the status of the implementation of the Housing Element and Fair Share Plan. Any plan evaluation report of the Housing Element and Fair Share Plan and monitoring prepared by COAH in accordance with N.J.A.C. 5:96 shall be available to the public at the Knowlton Township Municipal Building, Municipal Clerk's Office, 150 Kennedy Road, Tranquility, New Jersey, or from COAH at 101 South Broad Street, Trenton, New Jersey and on COAH's website, www.nj.gov/dca/affiliates/coah.

Section 2. Definitions

The following terms when used in this Ordinance shall have the meanings given in this Section:

"Accessory apartment" means a self-contained residential dwelling unit with a kitchen, sanitary facilities, sleeping quarters and a private entrance, which is created within an existing home, or through the conversion of an existing accessory structure on the same site, or by an addition to an existing home or accessory building, or by the construction of a new accessory structure on the same site.

“Act” means the Fair Housing Act of 1985, P.L. 1985, c. 222 (N.J.S.A. 52:27D-301 et seq.)

“Adaptable” means constructed in compliance with the technical design standards of the Barrier Free Subcode, N.J.A.C. 5:23-7.

“Administrative agent” means the entity responsible for the administration of affordable units in accordance with this ordinance, N.J.A.C. 5:96, N.J.A.C. 5:97 and N.J.A.C. 5:80-26.1 et seq.

“Affirmative marketing” means a regional marketing strategy designed to attract buyers and/or renters of affordable units pursuant to N.J.A.C. 5:80-26.15.

“Affordability average” means the average percentage of median income at which restricted units in an affordable housing development are affordable to low- and moderate-income households.

“Affordable” means, a sales price or rent within the means of a low- or moderate-income household as defined in N.J.A.C. 5:97-9; in the case of an ownership unit, that the sales price for the unit conforms to the standards set forth in N.J.A.C. 5:80-26.6, as may be amended and supplemented, and, in the case of a rental unit, that the rent for the unit conforms to the standards set forth in N.J.A.C. 5:80-26.12, as may be amended and supplemented.

“Affordable development” means a housing development all or a portion of which consists of restricted units.

“Affordable housing development” means a development included in the Housing Element and Fair Share Plan, and includes, but is not limited to, an inclusionary development, a municipal construction project or a 100 percent affordable development.

“Affordable housing program(s)” means any mechanism in a municipal Fair Share Plan prepared or implemented to address a municipality’s fair share obligation.

“Affordable unit” means a housing unit proposed or created pursuant to the Act, credited pursuant to N.J.A.C. 5:97-4, and/or funded through an affordable housing trust fund.

“Agency” means the New Jersey Housing and Mortgage Finance Agency established by P.L. 1983, c. 530 (N.J.S.A. 55:14K-1, et seq.).

“Age-restricted unit” means a housing unit designed to meet the needs of, and exclusively for, the residents of an age-restricted segment of the population such that: 1) all the residents of the development where the unit is situated are 62 years or older; or 2) at least 80 percent of the units are occupied by one person that is 55 years or older; or 3) the development has been designated by the Secretary of the U.S. Department of Housing and Urban Development as “housing for older persons” as defined in Section 807(b)(2) of the Fair Housing Act, 42 U.S.C. § 3607.

“Assisted living residence” means a facility licensed by the New Jersey Department of Health and Senior Services to provide apartment-style housing and congregate dining and to assure that assisted living services are available when needed for four or more adult persons unrelated to the proprietor and that offers units containing, at a minimum, one unfurnished room, a private bathroom, a kitchenette and a lockable door on the unit entrance.

“Certified household” means a household that has been certified by an Administrative Agent as a low-income household or moderate-income household.

“COAH” means the Council on Affordable Housing, which is in, but not of, the Department of Community Affairs of the State of New Jersey, that was established under the New Jersey Fair Housing Act (N.J.S.A. 52:27D-301 et seq.).

“DCA” means the State of New Jersey Department of Community Affairs.

“Deficient housing unit” means a housing unit with health and safety code violations that require the repair or replacement of a major system. A major system includes weatherization, roofing, plumbing (including wells), heating, electricity, sanitary plumbing (including septic systems), lead paint abatement and/or load bearing structural systems.

“Developer” means any person, partnership, association, company or corporation that is the legal or beneficial owner or owners of a lot or any land proposed to be included in a proposed development including the holder of an option to contract or purchase, or other person having an enforceable proprietary interest in such land.

“Development” means the division of a parcel of land into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any use or change in the use of any building or other structure, or of any mining, excavation or landfill, and any use or change in the use of any building or other structure, or land or extension of use of land, for which permission may be required pursuant to N.J.S.A. 40:55D-1 et seq.

“Inclusionary development” means a development containing both affordable units and market rate units. This term includes, but is not necessarily limited to: new construction, the conversion of a non-residential structure to residential and the creation of new affordable units through the reconstruction of a vacant residential structure.

“Low-income household” means a household with a total gross annual household income equal to 50 percent or less of the median household income.

“Low-income unit” means a restricted unit that is affordable to a low-income household.

“Major system” means the primary structural, mechanical, plumbing, electrical, fire protection, or occupant service components of a building which include but are not limited to, weatherization, roofing, plumbing (including wells), heating, electricity, sanitary plumbing (including septic systems), lead paint abatement or load bearing structural systems.

“Market-rate units” means housing not restricted to low- and moderate-income households that may sell or rent at any price.

“Median income” means the median income by household size for the applicable county, as adopted annually by COAH.

“Moderate-income household” means a household with a total gross annual household income in excess of 50 percent but less than 80 percent of the median household income.

“Moderate-income unit” means a restricted unit that is affordable to a moderate-income household.

“Non-exempt sale” means any sale or transfer of ownership other than the transfer of ownership between husband and wife; the transfer of ownership between former spouses ordered as a result of a judicial decree of divorce or judicial separation, but not including sales to third parties; the transfer of ownership between family members as a result of inheritance; the transfer of

ownership through an executor's deed to a class A beneficiary and the transfer of ownership by court order.

"Random selection process" means a process by which currently income-eligible households are selected for placement in affordable housing units such that no preference is given to one applicant over another except for purposes of matching household income and size with an appropriately priced and sized affordable unit (e.g., by lottery).

"Regional asset limit" means the maximum housing value in each housing region affordable to a four-person household with an income at 80 percent of the regional median as defined by COAH's adopted Regional Income Limits published annually by COAH.

"Rehabilitation" means the repair, renovation, alteration or reconstruction of any building or structure, pursuant to the Rehabilitation Subcode, N.J.A.C. 5:23-6.

"Rent" means the gross monthly cost of a rental unit to the tenant, including the rent paid to the landlord, as well as an allowance for tenant-paid utilities computed in accordance with allowances published by DCA for its Section 8 program. In assisted living residences, rent does not include charges for food and services.

"Restricted unit" means a dwelling unit, whether a rental unit or ownership unit, that is subject to the affordability controls of N.J.A.C. 5:80-26.1, as may be amended and supplemented, but does not include a market-rate unit financed under UHOP or MONI.

"UHAC" means the Uniform Housing Affordability Controls set forth in N.J.A.C. 5:80-26.1 et seq.

"Very low-income household" means a household with a total gross annual household income equal to 30 percent or less of the median household income.

"Very low-income unit" means a restricted unit that is affordable to a very low-income household.

"Weatherization" means building insulation (for attic, exterior walls and crawl space), siding to improve energy efficiency, replacement storm windows, replacement storm doors, replacement windows and replacement doors, and is considered a major system for rehabilitation.

Section 3. Affordable Housing Programs

The Knowlton Township has determined that it will use the following mechanisms to satisfy its affordable housing obligations:

(a) A Rehabilitation program.

1. Knowlton Township's rehabilitation program shall be designed to renovate deficient housing units occupied by low- and moderate-income households such that, after rehabilitation, these units will comply with the New Jersey State Housing Code pursuant to N.J.A.C. 5:28.
2. Both owner occupied and renter occupied units shall be eligible for rehabilitation funds.
3. All rehabilitated units shall remain affordable to low- and moderate-income households for a period of 10 years (the control period). For owner occupied units

the control period will be enforced with a lien and for renter occupied units the control period will be enforced with a deed restriction.

4. Knowlton Township shall dedicate a minimum of \$10,000 for each unit to be rehabilitated through this program, reflecting the minimum hard cost of rehabilitation for each unit.
5. Knowlton Township] shall adopt a resolution committing to fund any shortfall in the rehabilitation programs for Knowlton Township
6. Knowlton Township shall designate, subject to the approval of COAH, one or more Administrative Agents to administer the rehabilitation program in accordance with N.J.A.C. 5:96 and N.J.A.C. 5:97. The Administrative Agent(s) shall provide a rehabilitation manual for the owner occupancy rehabilitation program and a rehabilitation manual for the rental occupancy rehabilitation program to be adopted by resolution of the governing body and subject to approval of COAH. Both rehabilitation manuals shall be available for public inspection in the Office of the Municipal Clerk and in the office(s) of the Administrative Agent(s).
7. Units in a rehabilitation program shall be exempt from N.J.A.C. 5:97-9 and Uniform Housing Affordability Controls (UHAC), but shall be administered in accordance with the following:
 - i. If a unit is vacant, upon initial rental subsequent to rehabilitation, or if a renter-occupied unit is re-rented prior to the end of controls on affordability, the deed restriction shall require the unit to be rented to a low- or moderate-income household at an affordable rent and affirmatively marketed pursuant to N.J.A.C. 5:97-9 and UHAC.
 - ii. If a unit is renter-occupied, upon completion of the rehabilitation, the maximum rate of rent shall be the lesser of the current rent or the maximum permitted rent pursuant to N.J.A.C. 5:97-9 and UHAC.
 - iii. Rents in rehabilitated units may increase annually based on the standards in N.J.A.C. 5:97-9.
 - iv. Applicant and/or tenant households shall be certified as income-eligible in accordance with N.J.A.C. 5:97-9 and UHAC, except that households in owner occupied units shall be exempt from the regional asset limit.

(b) An Accessory Apartment program.

1. All accessory apartments shall meet the following conditions:
 - i. Accessory apartments are permitted by the Zoning Ordinance for all zoning districts, provided the units are affordable to low- and moderate-income households. Accessory apartments may be developed as low-income or moderate-income units (accessory apartments may be limited to only low- or only moderate-income units as determined in the Fair Share Plan).
 - ii. Accessory apartments shall comply with all applicable statutes and regulations of the State of New Jersey in addition to all building codes.

- iii. At the time of initial occupancy of the unit and for at least ten years thereafter, the accessory apartment shall be rented only to a household which is either a low- or moderate-income household.
 - iv. Rents of accessory apartments shall be affordable to low- or moderate-income households as per COAH and UHAC regulations.
 - v. There shall be a recorded deed or declaration of covenants and restrictions applied to the property upon which the accessory apartment is located running with the land and limiting its subsequent rental or sale of the unit and the accessory apartment.
 - vi. The appropriate utility authority must certify that there is water and sewer infrastructure with sufficient capacity to serve the proposed accessory apartment. Where the proposed location is served by an individual well and/or septic system, the additional capacity necessitated by the new unit must meet the appropriate NJDEP standards.
 - vii. The Knowlton Township accessory apartment program shall not restrict the number of bedrooms in any accessory apartment.
 - viii. No accessory apartment created as a result of this article or these regulations shall exceed the gross floor area of the existing principal dwelling on the lot.
2. The maximum number of creditable accessory apartments shall be equal to no more than 10 or an amount equal to 10 percent of the Knowlton Township's fair share obligation, whichever is greater (additional units may be approved by COAH if the municipality has demonstrated successful completion of its accessory apartment program.).
 3. Knowlton Township shall designate an administrative entity to administer the accessory apartment program that shall have the following responsibilities:
 - i. The Administrative Agent shall administer the accessory apartment program, including advertising, income qualifying prospective renters, setting rents and annual rent increases, maintaining a waiting list, distributing the subsidy, securing certificates of occupancy, qualifying properties, handling application forms, filing deed restrictions and monitoring reports and affirmatively marketing the affordable accessory apartment program in accordance with the UHAC.
 - ii. The administrative entity shall only deny an application for an accessory apartment if the project is not in conformance with COAH's requirements and/or the provisions of this section/article. All denials shall be in writing with the reasons clearly stated.
 - iii. In accordance with COAH requirements, Knowlton Township shall provide at least \$25,000 per unit to subsidize the creation of each low-income accessory apartment or \$20,000 per unit to subsidize the creation of each moderate-income accessory apartment. Subsidy may be used to fund actual construction costs and/or to provide compensation for reduced rental rates.

4. Property owners wishing to apply to create an accessory apartment shall submit to the administrative entity:
 - i. A sketch of floor plan(s) showing the location, size and relationship of both the accessory apartment and the primary dwelling within the building or in another structure;
 - ii. Rough elevations showing the modifications of any exterior building façade to which changes are proposed; and
 - iii. A site development sketch showing the location of the existing dwelling and other existing buildings; all property lines; proposed addition, if any, along with the minimum building setback lines; the required parking spaces for both dwelling units; and any man-made conditions which might affect construction.

(c) A Market to Affordable program.

1. A market to affordable program is established to permit the purchase or subsidization of units through a written agreement with the property owner and sold or rented to low- and moderate-income households. Subject to the provisions of 2iii below, the market to affordable programs may produce both low- and moderate-income units (the program may be limited to only low- or only moderate-income units as per the Fair Share Plan).
2. The following provisions shall apply to market to affordable programs:
 - i. At the time they are offered for sale or rental, eligible units may be new, pre-owned or vacant.
 - ii. The units shall be certified to be in sound condition as a result of an inspection performed by a licensed building inspector.
 - iii. The municipality will provide a minimum of \$25,000 per unit to subsidize each moderate-income unit and/or \$30,000 per unit to subsidize the each low-income unit, with additional subsidy depending on the market prices or rents in a municipality.
 - iv. The maximum number of creditable market to affordable units shall be equal to no more than 10 for sale units and 10 rental units or a combined total of 10 percent of the fair share obligation, whichever is greater. (Additional units may be approved by COAH if the municipality demonstrates the successful completion of its initial market to affordable program.)
3. The units shall comply with N.J.A.C. 5:97-9 and UHAC with the following exceptions:
 - i. Bedroom distribution (N.J.A.C. 5:80-26.3(b) and (c));
 - ii. Low/moderate income split (N.J.A.C. 5:80-26.3(a)); and
 - iii. Affordability average (N.J.A.C. 5:80-26.3(d) and (e)); however:
 - A. The maximum rent for a moderate-income unit shall be affordable to households earning no more than 60 percent of median income and the

maximum rent for a low-income unit shall be affordable to households earning no more than 44 percent of median income; and

- B. The maximum sales price for a moderate-income unit shall be affordable to households earning no more than 70 percent of median income and the maximum sales price for a low-income unit shall be affordable to households earning no more than 40 percent of median income.

Section 4. Reserved

Section 5. Reserved

Section 6. Reserved

Section 7. New Construction

The following general guidelines apply to all newly constructed developments that contain low- and moderate-income housing units, including any currently unanticipated future developments that will provide low- and moderate-income housing units.

(a) Low/Moderate Split and Bedroom Distribution of Affordable Housing Units:

1. The fair share obligation shall be divided equally between low- and moderate-income units, except that where there is an odd number of affordable housing units, the extra unit shall be a low income unit.
2. In each affordable development, at least 50 percent of the restricted units within each bedroom distribution shall be low-income units.
3. Affordable developments that are not age-restricted shall be structured in conjunction with realistic market demands such that:
 - i. The combined number of efficiency and one-bedroom units shall be no greater than 20 percent of the total low- and moderate-income units;
 - ii. At least 30 percent of all low- and moderate-income units shall be two bedroom units;
 - iii. At least 20 percent of all low- and moderate-income units shall be three bedroom units; and
 - iv. The remaining units may be allocated among two and three bedroom units at the discretion of the developer.
4. Affordable developments that are age-restricted shall be structured such that the number of bedrooms shall equal the number of age-restricted low- and moderate-income units within the inclusionary development. The standard may be met by having all one-bedroom units or by having a two-bedroom unit for each efficiency unit.

(b) Accessibility Requirements:

1. The first floor of all restricted townhouse dwelling units and all restricted units in all other multistory buildings shall be subject to the technical design standards of the Barrier Free Subcode, N.J.A.C. 5:23-7 and N.J.A.C. 5:97-3.14.

2. All restricted townhouse dwelling units and all restricted units in other multistory buildings in which a restricted dwelling unit is attached to at least one other dwelling unit shall have the following features:
 - i. An adaptable toilet and bathing facility on the first floor;
 - ii. An adaptable kitchen on the first floor;
 - iii. An interior accessible route of travel on the first floor;
 - iv. An interior accessible route of travel shall not be required between stories within an individual unit;
 - v. An adaptable room that can be used as a bedroom, with a door or the casing for the installation of a door, on the first floor; and
 - vi. An accessible entranceway as set forth at P.L. 2005, c. 350 (N.J.S.A. 52:27D-311a et seq.) and the Barrier Free Subcode, N.J.A.C. 5:23-7 and N.J.A.C. 5:97-3.14, or evidence that the Knowlton Township has collected funds from the developer sufficient to make 10 percent of the adaptable entrances in the development accessible:
 - A. Where a unit has been constructed with an adaptable entrance, upon the request of a disabled person who is purchasing or will reside in the dwelling unit, an accessible entrance shall be installed.
 - B. To this end, the builder of restricted units shall deposit funds within the Knowlton Township's affordable housing trust fund sufficient to install accessible entrances in 10 percent of the affordable units that have been constructed with adaptable entrances.
 - C. The funds deposited under paragraph B. above shall be used by Knowlton Township for the sole purpose of making the adaptable entrance of any affordable unit accessible when requested to do so by a person with a disability who occupies or intends to occupy the unit and requires an accessible entrance.
 - D. The developer of the restricted units shall submit a design plan and cost estimate for the conversion from adaptable to accessible entrances to the Construction Official of Knowlton Township.
 - E. Once the Construction Official has determined that the design plan to convert the unit entrances from adaptable to accessible meet the requirements of the Barrier Free Subcode, N.J.A.C. 5:23-7 and N.J.A.C. 5:97-3.14, and that the cost estimate of such conversion is reasonable, payment shall be made to Knowlton Township's affordable housing trust fund in care of the Municipal Treasurer who shall ensure that the funds are deposited into the affordable housing trust fund and appropriately earmarked.
 - F. Full compliance with the foregoing provisions shall not be required where an entity can demonstrate that it is site impracticable to meet the requirements. Determinations of site impracticability shall be in

compliance with the Barrier Free Subcode, N.J.A.C. 5:23-7 and N.J.A.C. 5:97-3.14.

(c) Maximum Rents and Sales Prices

1. In establishing rents and sales prices of affordable housing units, the administrative agent shall follow the procedures set forth in UHAC and in COAH, utilizing the regional income limits established by COAH.
2. The maximum rent for restricted rental units within each affordable development shall be affordable to households earning no more than 60 percent of median income, and the average rent for restricted low- and moderate-income units shall be affordable to households earning no more than 52 percent of median income.
3. The developers and/or municipal sponsors of restricted rental units shall establish at least one rent for each bedroom type for both low-income and moderate-income units.
 - i. At least 10 percent of all low- and moderate-income rental units shall be affordable to households earning no more than 30 percent of median income.
4. The maximum sales price of restricted ownership units within each affordable development shall be affordable to households earning no more than 70 percent of median income, and each affordable development must achieve an affordability average of 55 percent for restricted ownership units; in achieving this affordability average, moderate-income ownership units must be available for at least three different prices for each bedroom type, and low-income ownership units must be available for at least two different prices for each bedroom type.
5. In determining the initial sales prices and rents for compliance with the affordability average requirements for restricted units other than assisted living facilities, the following standards shall be used:
 - i. A studio shall be affordable to a one-person household;
 - ii. A one-bedroom unit shall be affordable to a one and one-half person household;
 - iii. A two-bedroom unit shall be affordable to a three-person household;
 - iv. A three-bedroom unit shall be affordable to a four and one-half person household; and
 - v. A four-bedroom unit shall be affordable to a six-person household.
6. In determining the initial rents for compliance with the affordability average requirements for restricted units in assisted living facilities, the following standards shall be used:
 - i. A studio shall be affordable to a one-person household;
 - ii. A one-bedroom unit shall be affordable to a one and one-half person household; and
 - iii. A two-bedroom unit shall be affordable to a two-person household or to two one-person households.

7. The initial purchase price for all restricted ownership units shall be calculated so that the monthly carrying cost of the unit, including principal and interest (based on a mortgage loan equal to 95 percent of the purchase price and the Federal Reserve H.15 rate of interest), taxes, homeowner and private mortgage insurance and condominium or homeowner association fees do not exceed 28 percent of the eligible monthly income of the appropriate size household as determined under N.J.A.C. 5:80-26.4, as may be amended and supplemented; provided, however, that the price shall be subject to the affordability average requirement of N.J.A.C. 5:80-26.3, as may be amended and supplemented.
8. The initial rent for a restricted rental unit shall be calculated so as not to exceed 30 percent of the eligible monthly income of the appropriate household size as determined under N.J.A.C. 5:80-26.4, as may be amended and supplemented; provided, however, that the rent shall be subject to the affordability average requirement of N.J.A.C. 5:80-26.3, as may be amended and supplemented.
9. The price of owner-occupied low- and moderate-income units may increase annually based on the percentage increase in the regional median income limit for each housing region. In no event shall the maximum resale price established by the administrative agent be lower than the last recorded purchase price.
10. The rent of low- and moderate-income units may be increased annually based on the percentage increase in the Housing Consumer Price Index for the United States. This increase shall not exceed nine percent in any one year. Rents for units constructed pursuant to low- income housing tax credit regulations shall be indexed pursuant to the regulations governing low- income housing tax credits.
11. **Utilities.** Tenant-paid utilities that are included in the utility allowance shall be so stated in the lease and shall be consistent with the utility allowance approved by DCA for its Section 8 program.

The following general guidelines apply to all developments that contain low-and moderate-income housing units, including any currently unanticipated future developments that will provide low- and moderate-income housing units.

Section 8. Affirmative Marketing Requirements

- (a) Knowlton Township shall adopt by resolution an Affirmative Marketing Plan, subject to approval of COAH, compliant with N.J.A.C. 5:80-26.15, as may be amended and supplemented.
- (b) The affirmative marketing plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age or number of children to housing units which are being marketed by a developer, sponsor or owner of affordable housing. The affirmative marketing plan is also intended to target those potentially eligible persons who are least likely to apply for affordable units in that region. It is a continuing program that directs all marketing activities toward COAH Housing Region 2 and covers the period of deed restriction.

- (c) The affirmative marketing plan shall provide a regional preference for all households that live and/or work in COAH Housing Region 2 comprised of Warren, Essex, Morris and Union Counties.
- (d) The Administrative Agent designated by Knowlton Township shall assure the affirmative marketing of all affordable units consistent with the Affirmative Marketing Plan for the municipality.
- (e) In implementing the affirmative marketing plan, the Administrative Agent shall provide a list of counseling services to low- and moderate-income applicants on subjects such as budgeting, credit issues, mortgage qualification, rental lease requirements, and landlord/tenant law.
- (f) The affirmative marketing process for available affordable units shall begin at least four months prior to the expected date of occupancy.
- (g) The costs of advertising and affirmative marketing of the affordable units shall be the responsibility of the developer, sponsor or owner, unless otherwise determined or agreed to by Knowlton Township.

Section 9. Occupancy Standards

- (a) In referring certified households to specific restricted units, to the extent feasible, and without causing an undue delay in occupying the unit, the Administrative Agent shall strive to:
 - 1. Provide an occupant for each bedroom;
 - 2. Provide children of different sex with separate bedrooms; and
 - 3. Prevent more than two persons from occupying a single bedroom.
- (b) Additional provisions related to occupancy standards (if any) shall be provided in the municipal Operating Manual.

Section 10. Control Periods for Restricted Ownership Units and Enforcement Mechanisms

- (a) Control periods for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.5, as may be amended and supplemented, and each restricted ownership unit shall remain subject to the requirements of this Ordinance until Knowlton Township elects to release the unit from such requirements however, and prior to such an election, a restricted ownership unit must remain subject to the requirements of N.J.A.C. 5:80-26.1, as may be amended and supplemented, for at least 30 years.
- (b) The affordability control period for a restricted ownership unit shall commence on the date the initial certified household takes title to the unit.
- (c) Prior to the issuance of the initial certificate of occupancy for a restricted ownership unit and upon each successive sale during the period of restricted ownership, the administrative agent shall determine the restricted price for the unit and shall also determine the non-restricted, fair market value of the unit based on either an appraisal or the unit's equalized assessed value.

- (d) At the time of the first sale of the unit, the purchaser shall execute and deliver to the Administrative Agent a recapture note obligating the purchaser (as well as the purchaser's heirs, successors and assigns) to repay, upon the first non-exempt sale after the unit's release from the requirements of this Ordinance, an amount equal to the difference between the unit's non-restricted fair market value and its restricted price, and the recapture note shall be secured by a recapture lien evidenced by a duly recorded mortgage on the unit.
- (e) The affordability controls set forth in this Ordinance shall remain in effect despite the entry and enforcement of any judgment of foreclosure with respect to restricted ownership units.
- (f) A restricted ownership unit shall be required to obtain a Continuing Certificate of Occupancy or a certified statement from the Construction Official stating that the unit meets all code standards upon the first transfer of title that follows the expiration of the applicable minimum control period provided under N.J.A.C. 5:80-26.5(a), as may be amended and supplemented.

Section 11. Price Restrictions for Restricted Ownership Units, Homeowner Association Fees and Resale Prices

Price restrictions for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.1, as may be amended and supplemented, including:

- (a) The initial purchase price for a restricted ownership unit shall be approved by the Administrative Agent.
- (b) The Administrative Agent shall approve all resale prices, in writing and in advance of the resale, to assure compliance with the foregoing standards.
- (c) The method used to determine the condominium association fee amounts and special assessments shall be indistinguishable between the low- and moderate-income unit owners and the market unit owners.
- (d) The owners of restricted ownership units may apply to the Administrative Agent to increase the maximum sales price for the unit on the basis of capital improvements. Eligible capital improvements shall be those that render the unit suitable for a larger household or the addition of a bathroom.

Section 12. Buyer Income Eligibility

- (a) Buyer income eligibility for restricted ownership units shall be in accordance with N.J.A.C. 5:80-26.1, as may be amended and supplemented, such that low-income ownership units shall be reserved for households with a gross household income less than or equal to 50 percent of median income and moderate-income ownership units shall be reserved for households with a gross household income less than 80 percent of median income.
- (b) The Administrative Agent shall certify a household as eligible for a restricted ownership unit when the household is a low-income household or a moderate-income household, as

applicable to the unit, and the estimated monthly housing cost for the particular unit (including principal, interest, taxes, homeowner and private mortgage insurance and condominium or homeowner association fees, as applicable) does not exceed 33 percent of the household's certified monthly income.

Section 13. Limitations on indebtedness secured by ownership unit; subordination

- (a) Prior to incurring any indebtedness to be secured by a restricted ownership unit, the administrative agent shall determine in writing that the proposed indebtedness complies with the provisions of this section.
- (b) With the exception of original purchase money mortgages, during a control period neither an owner nor a lender shall at any time cause or permit the total indebtedness secured by a restricted ownership unit to exceed 95 percent of the maximum allowable resale price of that unit, as such price is determined by the administrative agent in accordance with N.J.A.C.5:80-26.6(b).

Section 14. Control Periods for Restricted Rental Units

- (a) Control periods for restricted rental units shall be in accordance with N.J.A.C. 5:80-26.11, as may be amended and supplemented, and each restricted rental unit shall remain subject to the requirements of this Ordinance until Knowlton Township elects to release the unit from such requirements pursuant to action taken in compliance with N.J.A.C. 5:80-26.1, as may be amended and supplemented, and prior to such an election, a restricted rental unit must remain subject to the requirements of N.J.A.C. 5:80-26.1, as may be amended and supplemented, for at least 30 years.
- (b) Deeds of all real property that include restricted rental units shall contain deed restriction language. The deed restriction shall have priority over all mortgages on the property, and the deed restriction shall be filed by the developer or seller with the records office of the County of Warren. A copy of the filed document shall be provided to the Administrative Agent within 30 days of the receipt of a Certificate of Occupancy.
- (c) A restricted rental unit shall remain subject to the affordability controls of this Ordinance, despite the occurrence of any of the following events:
 - 1. Sublease or assignment of the lease of the unit;
 - 2. Sale or other voluntary transfer of the ownership of the unit; or
 - 3. The entry and enforcement of any judgment of foreclosure.

Section 15. Price Restrictions for Rental Units; Leases

- (a) A written lease shall be required for all restricted rental units, except for units in an assisted living residence, and tenants shall be responsible for security deposits and the full amount of the rent as stated on the lease. A copy of the current lease for each restricted rental unit shall be provided to the Administrative Agent.

- (b) No additional fees or charges shall be added to the approved rent (except, in the case of units in an assisted living residence, to cover the customary charges for food and services) without the express written approval of the Administrative Agent.
- (c) Application fees (including the charge for any credit check) shall not exceed five percent of the monthly rent of the applicable restricted unit and shall be payable to the Administrative Agent to be applied to the costs of administering the controls applicable to the unit as set forth in this Ordinance.

Section 16. Tenant Income Eligibility

- (a) Tenant income eligibility shall be in accordance with N.J.A.C. 5:80-26.13, as may be amended and supplemented, and shall be determined as follows:
 - 1. Very low-income rental units shall be reserved for households with a gross household income less than or equal to 30 percent of median income.
 - 2. Low-income rental units shall be reserved for households with a gross household income less than or equal to 50 percent of median income.
 - 3. Moderate-income rental units shall be reserved for households with a gross household income less than 80 percent of median income.
- (b) The Administrative Agent shall certify a household as eligible for a restricted rental unit when the household is a very low-income, low-income household or a moderate-income household, as applicable to the unit, and the rent proposed for the unit does not exceed 35 percent (40 percent for age-restricted units) of the household's eligible monthly income as determined pursuant to N.J.A.C. 5:80-26.16, as may be amended and supplemented; provided, however, that this limit may be exceeded if one or more of the following circumstances exists:
 - 1. The household currently pays more than 35 percent (40 percent for households eligible for age-restricted units) of its gross household income for rent, and the proposed rent will reduce its housing costs;
 - 2. The household has consistently paid more than 35 percent (40 percent for households eligible for age-restricted units) of eligible monthly income for rent in the past and has proven its ability to pay;
 - 3. The household is currently in substandard or overcrowded living conditions;
 - 4. The household documents the existence of assets with which the household proposes to supplement the rent payments; or
 - 5. The household documents proposed third-party assistance from an outside source such as a family member in a form acceptable to the Administrative Agent and the owner of the unit.
- (c) The applicant shall file documentation sufficient to establish the existence of the circumstances in (b)1 through 5 above with the Administrative Agent, who shall counsel the household on budgeting.

Section 17. Administration

- (a) The position of Municipal Housing Liaison (MHL) for Knowlton Township is established by this ordinance. The Knowlton Township Committee shall make the actual appointment of the MHL by means of a resolution.
1. The MHL must be either a full-time or part-time employee of Knowlton Township.
 2. The person appointed as the MHL must be reported to COAH for approval.
 3. The MHL must meet all COAH requirements for qualifications, including initial and periodic training.
 4. The Municipal Housing Liaison shall be responsible for oversight and administration of the affordable housing program for Knowlton Township, including the following responsibilities which may not be contracted out to the Administrative Agent:
 - i. Serving as the municipality's primary point of contact for all inquiries from the State, affordable housing providers, Administrative Agents and interested households;
 - ii. The implementation of the Affirmative Marketing Plan and affordability controls.
 - iii. When applicable, supervising any contracting Administrative Agent.
 - iv. Monitoring the status of all restricted units in Knowlton Township's Fair Share Plan;
 - v. Compiling, verifying and submitting annual reports as required by COAH;
 - vi. Coordinating meetings with affordable housing providers and Administrative Agents, as applicable; and
 - vii. Attending continuing education opportunities on affordability controls, compliance monitoring and affirmative marketing as offered or approved by COAH.
- (b) Knowlton Township shall designate by resolution of the Knowlton Township Committee, subject to the approval of COAH, one or more Administrative Agents to administer newly constructed affordable units in accordance with N.J.A.C. 5:96, N.J.A.C. 5:97 and UHAC.
- (c) An Operating Manual shall be provided by the Administrative Agent(s) to be adopted by resolution of the governing body and subject to approval of COAH. The Operating Manuals shall be available for public inspection in the Office of the Municipal Clerk and in the office(s) of the Administrative Agent(s).
- (d) The Administrative Agent shall perform the duties and responsibilities of an administrative agent as are set forth in UHAC and which are described in full detail in the Operating Manual, including those set forth in N.J.A.C. 5:80-26.14, 16 and 18 thereof, which includes:
1. Attending continuing education opportunities on affordability controls, compliance monitoring, and affirmative marketing as offered or approved by COAH;

2. Affirmative Marketing;
2. Household Certification;
3. Affordability Controls;
4. Records retention;
5. Resale and re-rental;
6. Processing requests from unit owners; and
7. Enforcement, though the ultimate responsibility for retaining controls on the units rests with the municipality.
8. The Administrative Agent shall have authority to take all actions necessary and appropriate to carry out its responsibilities, hereunder.

Section 18. Enforcement of Affordable Housing Regulations

- (a) Upon the occurrence of a breach of any of the regulations governing the affordable unit by an Owner, Developer or Tenant the municipality shall have all remedies provided at law or equity, including but not limited to foreclosure, tenant eviction, municipal fines, a requirement for household recertification, acceleration of all sums due under a mortgage, recoupment of any funds from a sale in the violation of the regulations, injunctive relief to prevent further violation of the regulations, entry on the premises, and specific performance.
- (b) After providing written notice of a violation to an Owner, Developer or Tenant of a low- or moderate-income unit and advising the Owner, Developer or Tenant of the penalties for such violations, the municipality may take the following action against the Owner, Developer or Tenant for any violation that remains uncured for a period of 60 days after service of the written notice:
 1. The municipality may file a court action pursuant to N.J.S.A. 2A:58-11 alleging a violation, or violations, of the regulations governing the affordable housing unit. If the Owner, Developer or Tenant is found by the court to have violated any provision of the regulations governing affordable housing units the Owner, Developer or Tenant shall be subject to one or more of the following penalties, at the discretion of the court:
 - i. A fine of not more than \$1,000 or imprisonment for a period not to exceed 90 days, or both. Each and every day that the violation continues or exists shall be considered a separate and specific violation of these provisions and not as a continuing offense;
 - ii. In the case of an Owner who has rented his or her low- or moderate-income unit in violation of the regulations governing affordable housing units, payment into the Knowlton Township Affordable Housing Trust Fund of the gross amount of rent illegally collected;

- iii. In the case of an Owner who has rented his or her low- or moderate-income unit in violation of the regulations governing affordable housing units, payment of an innocent tenant's reasonable relocation costs, as determined by the court.
- 2. The municipality may file a court action in the Superior Court seeking a judgment, which would result in the termination of the Owner's equity or other interest in the unit, in the nature of a mortgage foreclosure. Any judgment shall be enforceable as if the same were a judgment of default of the First Purchase Money Mortgage and shall constitute a lien against the low- and moderate-income unit.
- (c) Such judgment shall be enforceable, at the option of the municipality, by means of an execution sale by the Sheriff, at which time the low- and moderate-income unit of the violating Owner shall be sold at a sale price which is not less than the amount necessary to fully satisfy and pay off any First Purchase Money Mortgage and prior liens and the costs of the enforcement proceedings incurred by the municipality, including attorney's fees. The violating Owner shall have the right to possession terminated as well as the title conveyed pursuant to the Sheriff's sale.
- (d) The proceeds of the Sheriff's sale shall first be applied to satisfy the First Purchase Money Mortgage lien and any prior liens upon the low- and moderate-income unit. The excess, if any, shall be applied to reimburse the municipality for any and all costs and expenses incurred in connection with either the court action resulting in the judgment of violation or the Sheriff's sale. In the event that the proceeds from the Sheriff's sale are insufficient to reimburse the municipality in full as aforesaid, the violating Owner shall be personally responsible for and to the extent of such deficiency, in addition to any and all costs incurred by the municipality in connection with collecting such deficiency. In the event that a surplus remains after satisfying all of the above, such surplus, if any, shall be placed in escrow by the municipality for the Owner and shall be held in such escrow for a maximum period of two years or until such earlier time as the Owner shall make a claim with the municipality for such. Failure of the Owner to claim such balance within the two-year period shall automatically result in a forfeiture of such balance to the municipality. Any interest accrued or earned on such balance while being held in escrow shall belong to and shall be paid to the municipality, whether such balance shall be paid to the Owner or forfeited to the municipality.
- (e) Foreclosure by the municipality due to violation of the regulations governing affordable housing units shall not extinguish the restrictions of the regulations governing affordable housing units as the same apply to the low- and moderate-income unit. Title shall be conveyed to the purchaser at the Sheriff's sale, subject to the restrictions and provisions of the regulations governing the affordable housing unit. The Owner determined to be in violation of the provisions of this plan and from whom title and possession were taken by means of the Sheriff's sale shall not be entitled to any right of redemption.
- (f) If there are no bidders at the Sheriff's sale, or if insufficient amounts are bid to satisfy the First Purchase Money Mortgage and any prior liens, the municipality may acquire title to the low- and moderate-income unit by satisfying the First Purchase Money Mortgage and any prior liens and crediting the violating owner with an amount equal to the difference between the First Purchase Money Mortgage and any prior liens and costs of the enforcement proceedings, including legal fees and the maximum resale price for which

the low- and moderate-income unit could have been sold under the terms of the regulations governing affordable housing units. This excess shall be treated in the same manner as the excess which would have been realized from an actual sale as previously described.

- (g) Failure of the low- and moderate-income unit to be either sold at the Sheriff's sale or acquired by the municipality shall obligate the Owner to accept an offer to purchase from any qualified purchaser which may be referred to the Owner by the municipality, with such offer to purchase being equal to the maximum resale price of the low- and moderate-income unit as permitted by the regulations governing affordable housing units.
- (h) The Owner shall remain fully obligated, responsible and liable for complying with the terms and restrictions of governing affordable housing units until such time as title is conveyed from the Owner.

Section 19. Appeals

Appeals from all decisions of an Administrative Agent designated pursuant to this Ordinance shall be filed in writing with the Executive Director of COAH.

REPEALER

All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

SEVERABILITY

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

EFFECTIVE DATE

This ordinance shall take effect upon passage and publication as provided by law.

Lisa Knowlton, RMC

Township Clerk

**Inventory of Sites Changed From Non-residential to Residential Use
(P.L. 2008 c.46)**

Pursuant to N.J.S.A. 52:27D-307, as amended by PL 2008 c.46, any residential development resulting from a zoning change made to a previously non-residentially-zoned property, where the change in zoning precedes or follows the application for residential development by no more than 24 months, shall require that a percentage be reserved for occupancy by low or moderate income households.

Municipalities must document at the time of petition, repetition or submission of amendment sites that have been or are proposed to be rezoned or that are the subject of a use variance from nonresidential to residential uses as follows: all sites that were rezoned from nonresidential to residential uses since July 17, 2006 where a developer has made an application for development after July 17, 2008. This would include both applications to the municipal planning board and to the municipal zoning board. Such sites shall include affordable housing as a percentage of the units constructed on site based on economic feasibility.

The determination of economic feasibility will be made based upon the presumptive densities and set-asides in COAH's rules pursuant to N.J.A.C. 5:97-6.4(b)(2) (for-sale housing) and N.J.A.C. 5:97-6.4(b)(6) (rental housing). A site zoned for inclusionary development will be presumed to be economically feasible if it meets these minimum densities and maximum set-asides.

[illegible]

Change of Use Narrative Section

The Township of Knowlton does not have any application that are applicable to this inventory.

APPENDIX C

REHABILITATION PROGRAM

REHABILITATION PROGRAM (N.J.A.C. 5:97-6.2)

General Description

Municipality/County: Township of Knowlton, Warren County

Program Name: Knowlton Township Rehabilitation

Number of proposed units to be rehabilitated: 11

Information and Documentation Required with Petition

- ☒ Determination of Rehabilitation Share
- ☒ Accept number in N.J.A.C. 5:97 – Appendix B; **OR**
- ☐ Exterior Housing Survey conducted by the municipality
- ☒ Information regarding the rehabilitation program on forms provided by the Council. (If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)
- ☒ Documentation demonstrating the source(s) of funding
- ☒ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall
- ☒ Schedule illustrating how the rehabilitation share will be addressed within the period of substantive certification

Information and Documentation Required Prior to Substantive Certification

- ☐ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18
- ☐ Draft or adopted rehabilitation operating manual that includes a description of the program procedures and administration including a copy of sample deed restriction and/or lien.
- ☐ Affirmative Marketing Plan for the re-rental of rehabilitated rental units, in accordance with UHAC

Rehabilitation Narrative Section

The Township currently has an active rehabilitation program funded through a Small Cities grant. Through this program and continued partnership in the County program, the Township will meet its final eleven (11)-unit obligation. The rehabilitation program is administered in accordance with NJAC 5:94-4.3. The Township's program currently has a waiting list, including: 21 Lime Kiln Road, Columbia; 41 Valley Street, Delaware; and 101 Delaware Road, Columbia. Due to the existing housing stock and land use of the Township, it is anticipated that sufficient projects can be identified and rehabilitated through this program for the creation of affordable units.

The Township understands that it must provide sufficient funds to complete no less than half of the obligation by year five of the certified plan and can do so with the Small Cities money that it receives. The Township will also continue to participate in the Warren County Housing Program. To complete a total of 11 units by the end of 2018, Knowlton proposes to rehabilitate at least one unit each year between 2009 and 2017, and two units in 2018. This project is included on the Spending Plan in Appendix J.

The Township will follow the guidelines per reconstruction and ensure that the final units are deed restricted for low and moderate households for 30 years as previously done. Knowlton will ensure that the structure of the program adheres to the Third Round regulations and will affirmatively market the program as outlined by the Uniform Housing Affordability Controls (UHAC). Knowlton will either run the program in-house or contract with a qualified agency to run the program as they did under previous COAH rounds. The administrative agent or contracted party will maintain the necessary documentation for each rehabilitated unit and will complete and submit the required monitoring reports.

As of this time, no operating manual or affirmative marketing plan has been written or completed by the Township for this program. Once the Township has contracted with an administrative agent for the rehabilitation program, likely to happen in the next 6 months, an official operating manual will be drafted. This manual will include an affirmative marketing plan and a sample deed restricting based on the model form found on the COAH webpage.

The records of existing rehabilitated units through the Township and County programs is on file with COAH as well as attached to this checklist.

PROJECT / PROGRAM INFORMATION FORM

Changes to the highlighted areas are to be made directly into the CTM system. Fields highlighted in grey will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: _____ Township of Knowlton _____ County: _____ Warren County _____

Project or Program Name: _____ Rehabilitation _____

Project Status (circle current status and enter date of action for that status) _____ Status Date

Proposed/Zoned

Proposed 2009-2018

Preliminary Approval _____

Final Approval _____

Affordable Units under Construction _____

Completed (all affordable certificates of occupancy (C.O.) issued) _____

Deleted from Plan _____

(date approved by COAH) _____)

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility

Alternative Living Arrangement

Accessory Apartment

Market to Affordable

Credits without Controls

ECHO

100 Percent Affordable

Inclusionary

Rehabilitation

Redevelopment

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site

Units constructed off-site

Combination

Contributory

Growth Share Ordinance

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless

Residential Health Care Facility

Congregate Living Facility

Group Home

Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)

Permanent Supportive Housing (unit credit)

Supportive Shared Living Housing (bedroom credit)

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 Round 3

Project Address: _____ Some sites identified, not yet decided (See Fair Share Plan/checklist) _____

Project Block/Lot/Qualifier (list all) _____

Project Acreage: _____ Density: _____ Set Aside: _____

Project Sponsor: (circle one) Municipally Developed Nonprofit Developed Private Developer

Project Sponsor name: _____

Project Developer name: _____

Planning Area (circle all that apply)

1 2 3 4 4B 5 5B

Highland Preservation Highlands Planning Area Pinelands Meadowlands

CAFRA Category 1 Watershed

Credit Type

Prior-cycle (1980 – 1986) Post-1986 completed Proposed/Zoned Rehabilitation

Credit Sub-Type (if applicable)

Addressing Unmet Need Extension of Controls

Construction Type (circle one) New (includes reconstruction and conversions) Rehabilitation

Flags (circle all that apply) 3.1 Phased Durational Adjustment Conversion Court Project

Density Increase Granted Mediated Project Overlay Zone Result of Growth Share Ordinance

High Poverty Census Tract Off-Site Partnership Project RCA Receiving Project

Reconstruction Part of Redevelopment Plan

Project Waiver granted yes no Round waiver was granted R1 R2 R3

Type of Waiver _____

Number of market units proposed _____ Number of market units completed _____

Number of market units with certificates of occupancy issued after 1/1/2004 _____

Number of affordable units under construction _____

Condo Fee percentage (if applicable) _____

Affordability Average Percentage¹ _____

¹ "Affordability Average" means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site _____

Number of affordable units created with payment _____

Municipal or RCA funds committed to project _____ \$110,000 _____

Municipal or RCA funds expended _____

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202
HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family
UDAG UHOPR USDA-FHA Rural Development USDA-FHA - Section 515 Development Fees
Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding
Balanced Housing Balanced Housing – Home Express DCA – Low Income House Tax Credit NPP
DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit
HMFA HMFA HOME MONI Section 8 Small Cities Other _____

Effective date of affordability controls _____

Length of Affordability Controls (in years) _____ or Perpetual

Administrative Agent _____

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

If Yes

of deed restricted units removed _____

of moderate income units removed _____

of low income units removed _____

of very low income units removed _____

of rental units removed _____

of for-sale units removed _____

of one-bedroom units removed _____

of two-bedroom units removed _____

of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted 11 Sales 0 Rentals 11 Total age-restricted 0 Sales 0 Rentals 0

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	_____
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
35% = greater than 30 percent and less than or equal to 35 percent of median income
50% = greater than 35 percent and less than or equal to 50 percent of median income
80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project _____

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls _____

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For Approved Regional Contribution Agreements (RCA)

Sending Municipality _____ County _____

RCA Receiving Municipality _____ County _____

COAH approval date _____

Number of units transferred _____ Cost per unit _____

Total transfer amount _____ Amount transferred to date _____

For Partnership Program

Sending Municipality _____ County _____

Partnership Receiving Municipality _____ County _____

Name of Project _____

Credits for Sending Municipality _____

Total transfer amount _____ Amount transferred to date _____

Summary of Sending Municipality's contractual agreement with Partnership Receiving Municipality

Municipality:

Hewitton

County:

Wiaaleen

1. The following units have been rehabilitated through the Knudsen Township Rehabilitation Program

Kauwator Township

Rehabilitation Program

Report Period:

4/00 through 4/07

street address	2		3					4	5	6	7	8	9	10	11	12	13
	case number	block	lot	unit number	on lot	proper	very low										
428 Rt 94 (Jude)	1	5	14	1	✓	✓	✓	✓	10,100	✓		5	✓	11/19/04	10	N	✓
60 Keweenaw Rd	2	61	15041	Assessing	✓	✓	✓	✓	10000	✓		New construction	✓	4/4/03	10	N	✓
ARC Keweenaw Rd	3	68	400	1000	✓	✓	✓	in progress		✓		New construction	✓		30	N	✓
Hawisbee Rd	4	3	3601	4	✓	✓	✓	7/18/06	4000	✓		New construction	✓	7/18/06	30	N	✓

Verification by Program Administrator that all households are income eligible, that appropriate affordability controls are in place and that rental prices conform to COAH regulations.

Dwight Lusk

4/3/07

Date February 17, 2007

APPENDIX D

ACCESSORY APARTMENT PROGRAM

ACCESSORY APARTMENTS (N.J.A.C. 5:97-6.8)

General Description

Municipality/County: Knowlton Township, Warren County

Affordable Units Proposed: 10

Family: _____

Low-Income: 5

Moderate-Income: 5

Age-Restricted: _____

Low-Income: _____

Moderate-Income: _____

Average expenditure:

For each low-income unit: \$ 30,000

For each moderate-income unit: \$ 25,000

Information and Documentation Required with Petition

- ☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☐ in lieu of submitting forms.)
- ☒ Draft or adopted accessory apartment ordinance
- ☒ Documentation of funding sources
- ☒ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall
- ☒ Demonstration that the housing stock lends itself to accessory apartments
- ☒ Demonstration that there is water and sewer infrastructure with sufficient capacity to serve the proposed accessory apartments (indicate below type of infrastructure)
 - ☐ Public water and sewer system; OR
 - ☒ If served by individual well and/or septic system, the municipality must show that the well and/or septic system meet the appropriate NJDEP standards and have sufficient capacity for additional unit

Information and Documentation Required Prior to Substantive Certification

- ☐ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18
- ☐ Adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual
- ☐ Affirmative Marketing Plan in accordance with UHAC

Accessory Apartment Narrative Section

The program shall include units subsidized through a written agreement with the property owner and rented to low- and moderate- income households. Within the program, Knowlton Township will provide a minimum of \$25,000 to \$30,000 per unit to subsidize local landlords to make affordable units available to low and moderate-income households. These subsidies will be provided through funds collected through the Developer Fee Ordinance. The municipal resolution of intent to provide funding in the event of a shortfall is included in Appendix B. To complete a total of 10 units by the end of 2018, Knowlton proposes to rehabilitate at least one unit each year between 2009 and 2018. This project is included on the Spending Plan in Appendix J.

The accessory apartments created shall be family rentals, and shall be deed restricted to be affordable and only available to low and moderate income households. The Township will advertise and publish announcements regarding the program and will make any ordinance changes necessary to make the program viable.

Knowlton Township is typified by single family homes on large lots in a rural surrounding. Many of the homes have existing accessory structures and are on lots that are significantly large enough to provide ample opportunities for accessory apartments. The existing zoning ordinance allows for accessory apartments as a conditional use and also contains specific language as to the deed restriction and affordability for low- and moderate-income households. The use definition and ordinance is attached to this checklist.

The Township will follow the COAH program guidelines and ensure that the final units are deed restricted for low- and moderate-income households for a minimum period of 30 years. Knowlton will ensure that the structure of the program adheres to the Third Round regulations and will affirmatively market the program as outlined by the Uniform Housing Affordability Controls (UHAC). Knowlton

will either run the program in-house or contract with a qualified agency to run the program. The administrative agent or contracted party will maintain the necessary documentation for each rehabilitated unit and will complete and submit the required monitoring reports.

As of this time, no operating manual or affirmative marketing plan has been written or completed by the Township for this program. Once the Township has contracted with an administrative agent for the market-to-affordable rental program, likely to happen in the next 6 months, an official operating manual will be drafted. This manual will include an affirmative marketing plan and a sample deed restricting based on the model form found on the COAH webpage.

PROJECT / PROGRAM INFORMATION FORM

Changes to the highlighted areas are to be made directly into the CTM system. Fields highlighted in grey will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: _____ Township of Knowlton _____ County: __Warren County__

Project or Program Name: Accessory Apartments

Project Status (circle current status and enter date of action for that status) Proposed 2009-2018

Proposed/Zoned

Proposed 2009-2018

Preliminary Approval _____

Final Approval _____

Affordable Units under Construction _____

Completed (all affordable certificates of occupancy (C.O.) issued) _____

Deleted from Plan _____

(date approved by COAH) _____)

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility

Alternative Living Arrangement

Accessory Apartment

Market to Affordable

Credits without Controls

ECHO

100 Percent Affordable

Inclusionary

Rehabilitation

Redevelopment

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site

Units constructed off-site

Combination

Contributory

Growth Share Ordinance

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless

Residential Health Care Facility

Congregate Living Facility

Group Home

Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)

Permanent Supportive Housing (unit credit)

Supportive Shared Living Housing (bedroom credit)

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 Round 3

Project Address: Not yet decided

Project Block/Lot/Qualifier (list all) _____

Project Acreage: _____ Density: _____ Set Aside: _____

Project Sponsor: (circle one) ☐ Municipally Developed ☐ Nonprofit Developed ☐ Private Developer

Project Sponsor name: _____

Project Developer name: _____

Planning Area (circle all that apply)

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 4B ☐ 5 ☐ 5B

☐ Highland Preservation ☐ Highlands Planning Area ☐ Pinelands ☐ Meadowlands

☐ CAFRA ☐ Category 1 Watershed

Credit Type

☐ Prior-cycle (1980 – 1986) ☐ Post-1986 completed ☒ Proposed/Zoned ☐ Rehabilitation

Credit Sub-Type (if applicable)

☐ Addressing Unmet Need ☐ Extension of Controls

Construction Type (circle one) ☒ New (includes reconstruction and conversions) ☐ Rehabilitation

Flags (circle all that apply) ☐ 3.1 Phased ☐ Durational Adjustment ☐ Conversion ☐ Court Project

☐ Density Increase Granted ☐ Mediated Project ☐ Overlay Zone ☐ Result of Growth Share Ordinance

☐ High Poverty Census Tract ☐ Off-Site ☐ Partnership Project ☐ RCA Receiving Project

☐ Reconstruction ☐ Part of Redevelopment Plan

Project Waiver granted ☐ yes ☐ no ☐ Round waiver was granted ☐ R1 ☐ R2 ☐ R3

Type of Waiver _____

Number of market units proposed _____ Number of market units completed _____

Number of market units with certificates of occupancy issued after 1/1/2004 _____

Number of affordable units under construction _____

Condo Fee percentage (if applicable) _____

Affordability Average Percentage ¹ _____

¹ "Affordability Average" means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site _____

Number of affordable units created with payment _____

Municipal or RCA funds committed to project _____ \$275,000 _____

Municipal or RCA funds expended _____

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202
HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family
UDAG UHORP USDA-FHA Rural Development USDA-FHA - Section 515 **Development Fees**
Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding
Balanced Housing Balanced Housing -- Home Express DCA -- Low Income House Tax Credit NPP
DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit
HMFA HMFA HOME MONI Section 8 Small Cities Other _____

Effective date of affordability controls _____

Length of Affordability Controls (in years) 30 years (proposed) or Perpetual

Administrative Agent _____

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

If Yes

of deed restricted units removed _____

of moderate income units removed _____

of low income units removed _____

of very low income units removed _____

of rental units removed _____

of for-sale units removed _____

of one-bedroom units removed _____

of two-bedroom units removed _____

of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted __10__ Sales __0__ Rentals __10__ Total age-restricted __0__ Sales __0__ Rentals __0__

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	_____
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
35% = greater than 30 percent and less than or equal to 35 percent of median income
50% = greater than 35 percent and less than or equal to 50 percent of median income
80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project _____

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls _____

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For Approved Regional Contribution Agreements (RCA)

Sending Municipality _____ County _____

RCA Receiving Municipality _____ County _____

COAH approval date _____

Number of units transferred _____ Cost per unit _____

Total transfer amount _____ Amount transferred to date _____

For Partnership Program

Sending Municipality _____ County _____

Partnership Receiving Municipality _____ County _____

Name of Project _____

Credits for Sending Municipality _____

Total transfer amount _____ Amount transferred to date _____

Summary of Sending Municipality's contractual agreement with Partnership Receiving Municipality

(29) To prevent hazardous materials, nitrates and pesticides from entering public water supplies and the Paulins Kill, Delaware River and other bodies of water.

(30) To reduce public expenditures for repair of public facilities resulting from soil erosion and sedimentation.

(31) To prevent contamination of the township's aquifers.

(32) To ensure an adequate potable water supply for all development within the township.

7 11-3. Definitions and word usage.

A. Word usage. For the purpose of this chapter, unless the context clearly indicates a different meaning, the term "shall" indicates a mandatory requirement, and the term "may" indicates a permissive action. The singular shall also mean the plural, and "person" shall also mean other legal entities.

B. Definitions. As used in this chapter, the following terms shall have the meanings indicated:

ABUTTING ROAD - Any existing or proposed road shown on the adopted County or Township Master Plan or Official Map which adjoins or lies within a lot or parcel of land submitted for subdivision or site plan approval.

ACCESSORY AGRICULTURAL STRUCTURE - Any structure on a residential lot located in an FP or AR-1 Zone which is devoted to the growing and harvesting of plant life or is used for the keeping of nonhousehold animals for the enjoyment of the residents of the property. [Added 9-12-1994 by Ord. No. 94-8]

ACCESSORY APARTMENTS - An accessory apartment is a self-contained residential dwelling unit with a kitchen, sanitary facilities, sleeping quarters .and

a private entrance which is created to be occupied by a low- or a moderate-income household. The accessory apartment may be created within an existing dwelling unit, may be created within an existing structure on the lot or be an addition to an existing home or accessory building. [Added 10-14-1997 by Ord. No. 97-12; amended 7-14-2003 by Ord. No. 03-9]

ACCESSORY BUILDING, STRUCTURE OR USE - A building, structure or use which is customarily associated with and is subordinate and incidental to the principal building, structure or use and which is located on the same lot therewith, including but not limited to antennas (including parabolic and satellite dish antennas), garages, carports, barns, decks, kennels, sheds, nonportable swimming pools, guesthouses and all roofed structures. Any accessory building attached to the principal building shall be considered part of the principal building. No accessory building or use shall be used for a business use conducted for profit apart from the main building or use except for home occupations, as permitted by ordinance.

ACTIVE AGRICULTURAL LAND - The portion of an agricultural tract in active agricultural use or capable of being used for agricultural purposes.

ADAPTIVE REUSE - The process of rehabilitating an existing structure for a permitted principal or accessory use.

ADMINISTRATIVE OFFICER - The Secretary of the Planning Board and the Board of Adjustment.

ADULT BOOK AND/OR GIFT STORE [Amended 4-27-1995 by Ord. No. 95-5] - An establishment with a segment or section devoted to the sale, display or distribution of or an establishment having a significant portion of its trade and stock in gifts, devices, photographs, pictures, films, books, magazines and other periodicals which are distinguished or characterized by an emphasis on matter depicting, describing or relating to sexual activities or anatomical areas or which:

- (1) Depicts or describes, in a patently offensive way, ultimate sexual acts, normal or perverted, actual or simulated, masturbation, excretory functions or lewd exhibition of the genitals;

(2) Such facilities shall be reasonably necessary for the furnishing of adequate service by such public utilities, the township, other governmental agencies or private or semiprivate entities if approved by a municipal agency in furtherance of the public health, safety and general welfare.

F. (Reserved)

G. ECHO housing. [Added 8-14-1995 by Ord. No. 95-15]

(1) The following conditions shall apply for this newly created conditional use:

(a) All ECHO housing units shall be owned by the County of Warren.

(b) The minimum lot size for ECHO housing units shall be one acre.

(c) Each ECHO housing unit shall not be occupied by more than two people, one of whom shall be 60 years of age or older, and shall be related by blood, marriage or adoption to one or more of the persons residing in the principal dwelling on the lot upon which the unit is to be located.

(2) Submission requirements. The applicants seeking to construct an ECHO housing unit shall submit to the Planning Board an application for conditional use approval. While a site plan shall not be required for this application, the submission requirements for this conditional use application shall conform with a minor site plan checklist, except that, in appropriate circumstances, as determined by the Planning Board, the Planning Board may require a minor site plan application to be filed.

H. [Added 10-14-1997 by Ord. No. 97-12; amended 7-14-2003 by Ord. No. 03-9] Accessory apartments.

(1) Accessory apartments shall meet the following requirements:

- (a) The bulk requirements of the zone in which the accessory apartment is created shall be met.
- (b) Accessory apartments shall comply with all applicable statutes and regulations of the State of New Jersey in addition to all local building codes.
- (c) The accessory apartment shall be rented only to a household which is either a low- or moderate-income household at the time of initial occupancy of the unit.
- (d) The accessory apartment shall, for a period of at least 10 years from the date of the issuance of a certificate of occupancy, be rented only to a low- or moderate-income household.
- (e) Rents of accessory apartments shall be affordable to low- or moderate-income households as per Council on Affordable Housing (COAH) regulations and shall include a utility allowance.
- (f) No more than 10 accessory apartments shall be used to address Knowlton's fairshare obligation unless a waiver is granted by COAH.
- (g) There shall be a recorded deed or declaration of covenants and restrictions applied to the property upon which the accessory apartment is located running with the land and limiting its subsequent rental or sale within the requirements of Subsection (1)(c) and (d) above.
- (h) Each accessory apartment shall have living/sleeping space, cooking facilities, a kitchen sink and complete sanitary facilities for the exclusive use of its occupants. It shall consist of no less than two rooms, one of which shall be a full bathroom.
- (i) The accessory apartment shall have a separate door with direct access to the outdoors.

(j) The potable water supply and sewage disposal system for the accessory apartment shall be adequate.

(k) The accessory apartment shall be affirmatively marketed to the housing region.

(l) In the case of an accessory apartment created illegally or without proper permits which the property owner desires to legitimate as an accessory apartment under this subsection, all of the requirements of this subsection in addition to meeting COAH criteria shall apply, except that no subsidy need be provided by the municipality.

(m) There shall be no more than one accessory apartment per single-family dwelling on each lot.

(n) Each accessory apartment will be no larger than 850 square feet. It may not occupy more than 35% of the total square footage of the home.

(o) The owner must submit an affidavit of continuing use every two years.

(p) There will no more than two additional parking spaces per unit provided by the owner. Such additional spaces shall not change the facade of the property.

(q) Notwithstanding language contained in Part IV, Article 20, of this chapter, no application or escrow fees shall be charged to applicants for accessory apartments. The cost for said application shall be borne by the municipality.

(2) Administration of the affordable accessory apartment program. The Township Committee of Knowlton Township shall designate an administrative entity to administer the affordable accessory apartment program in accordance with the following:

(a) The administrative entity shall administer the accessory apartment program including advertising, income qualifying prospective renters, setting rents and annual rental increases, maintaining a waiting list, distributing the subsidy, securing certificates of occupancy, qualifying properties, handling application forms, filing deed restrictions and monitoring reports and affirmatively marketing the accessory apartment program.

(b) The administrative entity shall only deny an application for an accessory apartment if the project is not in conformance with COAH's requirements, the municipal development ordinance or this subsection. All denials shall be in writing with the reasons clearly stated.

(c) Knowlton Township shall provide at least the minimum amount required by COAH to subsidize the physical creation of an accessory apartment conforming to the requirements of this section and COAH requirements. Prior to the grant of such subsidy, the property owner shall enter into a written agreement with Knowlton Township insuring that the subsidy shall be used to create the accessory apartment and the apartment shall meet the requirements of this subsection and COAH regulations.

(3) Application procedures. Each applicant for the creation of an affordable accessory apartment shall submit the following information to the designated administrative entity:

(a) A sketch of floor plan(s) showing the location, size and relationship of both the accessory apartment and the primary dwelling within the building or in another structure;

(b) Rough elevations showing the modification of any exterior building facade to which changes are proposed; and

(c) A site development sketch showing the location of the existing dwelling and other existing buildings, all property lines, proposed addition if any, along with the minimum building setback lines; the required parking spaces for both dwelling units and any man-made

conditions which might affect construction.

(4) Additional conditions and guidelines for administration.

(a) The affordable accessory apartment shall be deed restricted for occupancy by a household for a thirty-year period by the use of a mortgage instrument. The wording of the required deed restriction shall be submitted by the applicant of the designated administrative entity for review as part of the application for approval, and the wording shall be reviewed, modified as necessary, and finally approved by the Township Committee and incorporated within a developer's agreement between the applicant and the Township Committee as a condition of any approval granted for an affordable accessory apartment.

(b) The rent of the affordable accessory apartment shall be affordable to low- or moderate-income households in accordance with the applicable provisions at N.J.A.C. 5:93-7.4 of COAH's substantive rules and shall specifically include an allowance for utilities in accordance with N.J.A.C. 5:93-7.4(f).

(c) There shall be a recorded deed for declaration of covenants and restrictions applied to the property upon which the affordable accessory apartment is located running with the land and limiting its subsequent rental or sale within the requirements hereinabove.

(d) The affordable accessory apartment shall have living/sleeping space, cooking facilities, a kitchen sink, and complete sanitary facilities for the exclusive use of its occupants. It shall consist of no less than two rooms, one (1) of which shall be a full bathroom,

(e) The bulk requirements of the zone in which the accessory apartment is created shall be met.

(f) The accessory apartment shall comply with all applicable statutes and regulations of the State of New Jersey in addition to all local building codes.

(g) The accessory apartment shall, for a period of at least 30 years from the date of the issuance of a certificate of occupancy, be rented only to a low- or moderate-income household.

(h) The potable water supply and sewage disposal system for the accessory apartment shall be adequate.



(i) The accessory apartment shall be affirmatively marketed to the housing region.

(j) In the case of an accessory apartment created illegally or without proper permits, which the property owner desires to legitimate as an accessory apartment under this subsection, all of the requirements of this subsection in addition to meeting COAH criteria shall apply, except that the municipality need provide no subsidy.

(k) The affordable accessory apartment shall have a separate door with direct access to the outdoors.

(l) The affordable accessory apartment shall comply with all applicable statutes and regulations of the State of New Jersey in addition to all local building codes.

(m) The affordable accessory apartment program shall be affirmatively marked to the northwest housing region consisting of Essex, Morris, Union and Warren Counties in accordance with the affirmative marketing plan provisions.

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APPENDIX E

MARKET-TO-AFFORDABLE RENTAL PROGRAM

PROJECT / PROGRAM INFORMATION FORM

Changes to the highlighted areas are to be made directly into the CTM system. Fields highlighted in grey will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: _____ Township of Knowlton _____ County: _____ Warren County _____

Project or Program Name: _____ Market - to - Affordable Rental Program _____

Project Status (circle current status and enter date of action for that status) _____ Status Date _____

Proposed/Zoned

Proposed 2009-2018

Preliminary Approval

Final Approval

Affordable Units under Construction

Completed (all affordable certificates of occupancy (C.O.) issued)

Deleted from Plan

(date approved by COAH) _____)

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility

Alternative Living Arrangement

Accessory Apartment

Market to Affordable

Credits without Controls

ECHO

100 Percent Affordable

Inclusionary

Rehabilitation

Redevelopment

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site

Units constructed off-site

Combination

Contributory

Growth Share Ordinance

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless

Residential Health Care Facility

Congregate Living Facility

Group Home

Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)

Permanent Supportive Housing (unit credit)

Supportive Shared Living Housing (bedroom credit)

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 Round 3

Project Address: Some properties identified, not yet decided (See Fair Share Plan/checklist)

Project Block/Lot/Qualifier (list all) _____

Project Acreage: _____ Density: _____ Set Aside: _____

Project Sponsor: (circle one) Municipally Developed Nonprofit Developed Private Developer

Project Sponsor name: _____

Project Developer name: _____

Planning Area (circle all that apply)

1 2 3 4 4B 5 5B

Highland Preservation Highlands Planning Area Pinelands Meadowlands

CAFRA Category 1 Watershed

Credit Type

Prior-cycle (1980 – 1986) Post-1986 completed Proposed/Zoned Rehabilitation

Credit Sub-Type (if applicable)

Addressing Unmet Need Extension of Controls

Construction Type (circle one) New (includes reconstruction and conversions) Rehabilitation

Flags (circle all that apply) 3.1 Phased Durational Adjustment Conversion Court Project

Density Increase Granted Mediated Project Overlay Zone Result of Growth Share Ordinance

High Poverty Census Tract Off-Site Partnership Project RCA Receiving Project

Reconstruction Part of Redevelopment Plan

Project Waiver granted yes no Round waiver was granted R1 R2 R3

Type of Waiver _____

Number of market units proposed _____ Number of market units completed _____

Number of market units with certificates of occupancy issued after 1/1/2004 _____

Number of affordable units under construction _____

Condo Fee percentage (if applicable) _____

Affordability Average Percentage ¹ _____

¹ "Affordability Average" means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site _____

Number of affordable units created with payment _____

Municipal or RCA funds committed to project _____ \$275,000

Municipal or RCA funds expended _____

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202
HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family
UDAG UHORP USDA-FHA Rural Development USDA-FHA - Section 515 Development Fees
Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding
Balanced Housing Balanced Housing – Home Express DCA – Low Income House Tax Credit NPP
DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit
HMFA HMFA HOME MONI Section 8 Small Cities Other _____

Effective date of affordability controls _____

Length of Affordability Controls (in years) 30 years (proposed) or Perpetual

Administrative Agent _____

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

If Yes

of deed restricted units removed _____

of moderate income units removed _____

of low income units removed _____

of very low income units removed _____

of rental units removed _____

of for-sale units removed _____

of one-bedroom units removed _____

of two-bedroom units removed _____

of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted 10 Sales 0 Rentals 10 Total age-restricted 0 Sales 0 Rentals 0

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	_____
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
35% = greater than 30 percent and less than or equal to 35 percent of median income
50% = greater than 35 percent and less than or equal to 50 percent of median income
80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project _____

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls _____

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For Approved Regional Contribution Agreements (RCA)

Sending Municipality _____ County _____

RCA Receiving Municipality _____ County _____

COAH approval date _____

Number of units transferred _____ Cost per unit _____

Total transfer amount _____ Amount transferred to date _____

For Partnership Program

Sending Municipality _____ County _____

Partnership Receiving Municipality _____ County _____

Name of Project _____

Credits for Sending Municipality _____

Total transfer amount _____ Amount transferred to date _____

Summary of Sending Municipality's contractual agreement with Partnership Receiving Municipality

MARKET TO AFFORDABLE PROGRAM (N.J.A.C. 5:97-6.9)

General Description

Municipality/County: Knowlton Township, Warren County

Affordable Units Proposed: 10

Family Rentals: 10

Low-Income: 5

Moderate-Income: 5

Age-Restricted Rentals: _____

Low-Income: _____

Moderate-Income: _____

Family For-Sale: _____

Low-Income: _____

Moderate-Income: _____

Age-Restricted For-Sale: _____

Low-Income: _____

Moderate-Income: _____

Average expenditure:

For each low-income unit: \$ 30,000

For each moderate-income unit: \$ 25,000

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7¹: _____

Information and Documentation Required with Petition

- ☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☐ in lieu of submitting forms.)

- ☒ Demonstration that there are sufficient market-rate units within the municipality on the multiple listing service for a viable program
- ☒ Estimate of the amount required to subsidize typical for-sale and/or rental units including any anticipated rehabilitation costs
- ☒ Documentation of funding sources
- ☒ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall
- ☒ Spending plan including the details to implement this program

Information and Documentation Required Prior to Substantive Certification

- ☐ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18
- ☐ Adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual
- ☐ Affirmative Marketing Plan in accordance with UHAC

Market to Affordable Narrative Section

The program shall include units subsidized through a written agreement with the property owner and rented to low- and moderate- income households. The program will be designed to produce only low-income units, only moderate-income units or both. The units offered for rental, shall be new, pre-owned or vacant, and certified to be in sound condition as a result of an inspection performed by a licensed building inspector. The Township shall provide a minimum of \$25,000 per unit to subsidize each moderate-income unit and \$30,000 to subsidize each low-income unit, with additional subsidy, as may be necessary depending on rental values. These subsidies will be provided through funds collected through the Developer Fee Ordinance. The municipal resolution of intent to provide funding in the event of a shortfall is included in Appendix B.

The Township has already identified a number of properties that would be likely candidates for just such a program, these include 8 Clinton Street, Delaware (4 units) and 6 Clinton Street, Delaware (4 units). The Township will look throughout the entire housing period for properties in foreclosure or simply on the market at appropriate pricing, with some examples of such appropriate properties attached as seen on multiple home listing websites. To complete a total of 10 units by the end of 2018,

Knowlton proposes to rehabilitate at least one unit each year between 2009 and 2018. This project is included on the Spending Plan in Appendix J.

The Township will follow the COAH program guidelines and ensure that the final units are deed restricted for low- and moderate-income households for a minimum period of 30 years. Knowlton will ensure that the structure of the program adheres to the Third Round regulations and will affirmatively market the program as outlined by the Uniform Housing Affordability Controls (UHAC). Knowlton will either run the program in-house or contract with a qualified agency to run the program. The administrative agent or contracted party will maintain the necessary documentation for each rehabilitated unit and will complete and submit the required monitoring reports.

As of this time, no operating manual or affirmative marketing plan has been written or completed by the Township for this program. Once the Township has contracted with an administrative agent for the market-to-affordable rental program, likely to happen in the next 6 months, an official operating manual will be drafted. This manual will include an affirmative marketing plan and a sample deed restricting based on the model form found on the COAH webpage.

¹ Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

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MLS# 2520359
 County: Warren
 Cities/Towns: Knowlton Twp.
 Zone/Comp: RES
 Style: Cape Cod
 FHA 55+: No
 YB/Desc: 1956 / Approximate
 Acreage: 1.18

Lot Size: 1.18 ACRES
 Rooms: 6
 Bedrooms: 3
 Basmt/Dsc: Yes / Full, Unfinished, Walkout
 Full Baths: 2
 Half Baths: 0
 Total Baths: 2
 Sq Ft:

Listing Office: AMERICAN COUNTRY REAL ESTATE
 Office Phone: 908-459-9888
 Listing Agent: MARIA MCDONOUGH

**\$185,000**[More Details](#)[More Media](#)☐ Select

MLS# 2568028
 County: Warren
 Cities/Towns: Knowlton Twp.
 Zone/Comp: AR1
 Style: Colonial
 FHA 55+: No
 YB/Desc: 9999 /
 Acreage: 0.25

Lot Size: 0.25
 Rooms: 7
 Bedrooms: 2
 Basmt/Dsc: Yes / Full
 Full Baths: 1
 Half Baths: 0
 Total Baths: 1
 Sq Ft:

Listing Office: COLDWELL BANKER REALTORS
 Office Phone: 908-879-4900
 Listing Agent: MARY CARL GRANT

**\$199,000**[More Details](#)[More Media](#)☐ Select

MLS# 2592781
 County: Warren
 Cities/Towns: Knowlton Twp.
 Zone/Comp: Residential
 Style: Bungalow
 FHA 55+: No
 YB/Desc: 9999 / Unknown
 Acreage: 0.53

Lot Size:
 Rooms: 3
 Bedrooms: 1
 Basmt/Dsc: Yes / Partial, Unfinished
 Full Baths: 1
 Half Baths: 0
 Total Baths: 1
 Sq Ft:

Listing Office: BURGENDORFF ERA
 Office Phone: 908-459-5515
 Listing Agent: KENNETH PORTER

**\$211,000**[More Details](#)[More Media](#)☐ Select

MLS# 2614282
 County: Warren
 Cities/Towns: Knowlton Twp.
 Zone/Comp:
 Style: Ranch
 FHA 55+: No
 YB/Desc: 1940 / Approximate, Unknown
 Acreage: 6.99

Lot Size: 6.99
 Rooms: 12
 Bedrooms: 5
 Basmt/Dsc: Yes / Finished
 Full Baths: 3
 Half Baths: 0
 Total Baths: 3
 Sq Ft:

Listing Office: COLDWELL BANKER REALTORS
 Office Phone: 908-879-4900
 Listing Agent: VIRGINIA BUTKUS

**\$220,000**[More Details](#)[More Media](#)☐ Select

MLS# 2580008
 County: Warren
 Cities/Towns: Knowlton Twp.
 Zone/Comp: res
 Style: Colonial
 FHA 55+: No
 YB/Desc: 1858 /
 Acreage: 0.79

Lot Size:
 Rooms: 7
 Bedrooms: 3
 Basmt/Dsc: Yes / Full, Unfinished
 Full Baths: 2
 Half Baths: 0
 Total Baths: 2
 Sq Ft:

Listing Office: RE/MAX RIDGE REAL ESTATE
 Office Phone: 908-362-7200
 Listing Agent: M REDEMPTA GWYNNE

**\$225,000**[More Details](#)[More Media](#)☐ Select

MLS# 2600064
 County: Warren
 Cities/Towns: Knowlton Twp.
 Zone/Comp:
 Style: Cape Cod
 FHA 55+: No
 YB/Desc: 1932 /
 Acreage: 0.2

Lot Size: .02
 Rooms: 5
 Bedrooms: 3
 Basmt/Dsc: Yes / Unfinished
 Full Baths: 1
 Half Baths: 0
 Total Baths: 1
 Sq Ft:

Listing Office: STAN UDELL INC. REALTORS
 Office Phone: 908-459-4123
 Listing Agent: VOULA EVANGELIS

**\$229,900**[More Details](#)[More Media](#)☐ Select

MLS# 2592951
 County: Warren
 Cities/Towns: Knowlton Twp.
 Zone/Comp: AR1
 Style: Ranch
 FHA 55+: No
 YB/Desc: 1965 / Approximate
 Acreage: 0.54

Lot Size: 0.54
 Rooms: 9
 Bedrooms: 2
 Basmt/Dsc: Yes / Finished-Partially, Full
 Full Baths: 2
 Half Baths: 0
 Total Baths: 2
 Sq Ft:

Listing Office: RE/MAX HOUSE VALUES 4
 Office Phone: 908-852-1333
 Listing Agent: RICHARD TILLMAN

**\$240,000**

MLS# 2573668
 County: Warren
 Rooms: 6

Listing Office: CANNON COUNTRY REAL

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**\$ 176,900**

MLS# 2520359
County: Warren
Cities/Towns: Knowlton Twp.
Style: Cape Cod
FHA 55+: No
Zone/Comp: RES
Rooms: 6
Bedrooms: 3
Full Baths: 2
Half Baths: 0

Remarks: PRICED TO SELL!
 CONVENIENT TO ROUTES 94, 80, AND
 206. WHY RENT WHEN YOU CAN OWN.

Listing Office: AMERICAN COUNTRY
 REAL ESTATE
Office Phone: 908-459-9888
Listing Agent: MARIA MCDONOUGH

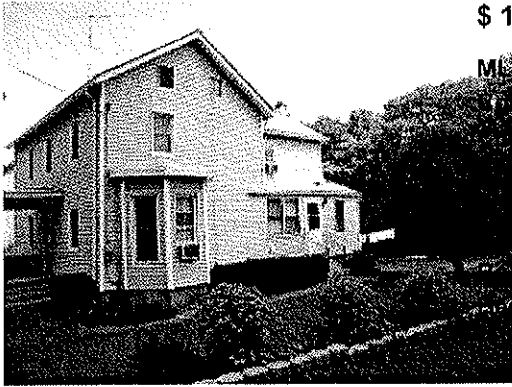
Total Baths: 2
Acreage: 1.18
Living Room Level/Dim: First / 11x14
Dining Room Level/Dim: First / 11x11
Kitchen Level/Dim: First / 10x12
Bedroom 1 Level/Dim: First / 8x12
Bedroom 2 Level/Dim: Second / 11x13
Bedroom 3 Level/Dim: Second / 11x13
Bedroom 4 Level/Dim: /
Den Level/Dim: /
Sq Ft:
Association fee: \$

Heat System: 1 Unit, Forced Hot Air
Cool System:
Water: Well
Sewer: Septic
Utilities: Electric
Services:
Grade School: KNOWLTON
Middle School: KNOWLTON
High School: NO. WARREN
Tax Amount: \$ 3,249
Tax Year: 2007
Tax Rate Year: 2007
Easement/Desc: No /
Farm Assessment: No
Land Assessment: \$ 41,700
Building Assessment: \$ 63,800
Total Assessment: \$ 105,500
Lot Size: 1.18 ACRES
Lot Description: Irregular Lot, Level Lot,
 Stream On Lot
YB/Desc: 1956 / Approximate
Basmt/Desc: Yes / Full, Unfinished,
 Walkout
Family Room Level/Dim: /
Other Room 1 Level/Dim: /
Other Room 2 Level/Dim: /
Other Room 3 Level/Dim: /
Other Room 4 Level/Dim: /
Interior:
Exterior: Deck, Wood Fence, Open Porch
 (es), Storage Shed
Application Fee: \$

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Info. deemed RELIABLE but not GUARANTEED - ALL Room Sizes are Approx.

**\$ 185,000**

MLS# 2568028
County: Warren
Townes/Towns: Knowlton Twp.
Style: Colonial
Age 55+: No
Heat/Comp: AR1
Rooms: 7
Bedrooms: 2
Baths: 1
Half Baths: 0

Remarks: Updated Colonial with a beautiful new Kitchen with maple cabinets, all new appliances including refrigerator and W/D, all new windows except laundry & brand new bath w/cherry vanity w/granite top.

Listing Office: COLDWELL BANKER
REALTORS
Office Phone: 908-879-4900
Listing Agent: MARY CARL GRANT

Total Baths: 1
Acreage: 0.25
Living Room Level/Dim: First / 18x12
Dining Room Level/Dim: First / 17x12
Kitchen Level/Dim: First / 18x12
Bedroom 1 Level/Dim: Second / 18x15
Bedroom 2 Level/Dim: Second / 14x12
Bedroom 3 Level/Dim: /
Bedroom 4 Level/Dim: /
Den Level/Dim: /
Sq Ft:
Association fee: \$

Heat System: Forced Hot Air
Cool System: Ceiling Fan
Water: Well
Sewer: Cesspool
Utilities: Electric, Gas-Propane
Services: Cable TV Available, Garbage Extra Charge
Grade School: KNOWLTON
Middle School: NO. WARREN
High School: NO. WARREN
Tax Amount: \$ 4,142
Tax Year: 2008
Tax Rate Year: 2008
Easement/Desc: Unknown /
Farm Assessment: No
Land Assessment: \$ 41,300
Building Assessment: \$ 93,200
Total Assessment: \$ 134,500
Lot Size: 0.25
Lot Description: Open Lot
YB/Desc: 9999 /
Basmt/Desc: Yes / Full
Family Room Level/Dim: Second / 17x15
Other Room 1 Level/Dim: First / 10x6
Other Room 2 Level/Dim: /
Other Room 3 Level/Dim: /
Other Room 4 Level/Dim: /
Interior: Fire Extinguisher, Smoke Detector
Exterior: Open Porch(es), Storm Door(s), Thermal Windows/Doors
Application Fee: \$

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**\$99,000**

S# 2592781

County: Warren

Towns: Knowlton Twp.

Type: Bungalow

FHA 55+: No

Zone/Comp: Residential

Rooms: 3

Bedrooms: 1

Full Baths: 1

Half Baths: 0

Total Baths: 1

Acreage: 0.53

Living Room Level/Dim: First / 21x13

Dining Room Level/Dim: /

Kitchen Level/Dim: First / 9x8

Bedroom 1 Level/Dim: First / 15x13

Bedroom 2 Level/Dim: /

Bedroom 3 Level/Dim: /

Bedroom 4 Level/Dim: /

Den Level/Dim: /

Sq Ft:

Association fee: \$

Remarks: Relax and enjoy river views in a home perfect for down sizing or vacationing. Convenient location near major highways, ski resorts and river sports. Large back yard for entertaining.

Listing Office: BURGDORFF ERA**Office Phone:** 908-459-5515**Listing Agent:** KENNETH PORTER**Heat System:** 1 Unit, Auxiliary Electric

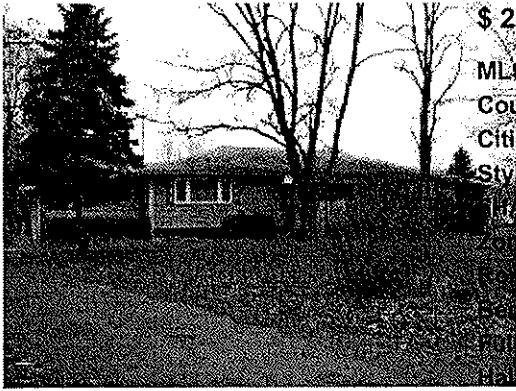
Heat, Forced Hot Air

Cool System: Window A/C(s)**Water:** Well**Sewer:** See Remarks**Utilities:** Electric, Gas-Propane**Services:** Cable TV Available, Garbage Extra Charge**Grade School:** KNOWLTON**Middle School:** NO. WARREN**High School:** KNOWLTON**Tax Amount:** \$ 3,086**Tax Year:** 2008**Tax Rate Year:** 2008**Easement/Desc:** Unknown /**Farm Assessment:** No**Land Assessment:** \$ 42,700**Building Assessment:** \$ 57,500**Total Assessment:** \$ 100,200**Lot Size:****Lot Description:****YB/Desc:** 9999 / Unknown**Basmt/Desc:** Yes / Partial, Unfinished**Family Room Level/Dim:** /**Other Room 1 Level/Dim:** /**Other Room 2 Level/Dim:** /**Other Room 3 Level/Dim:** /**Other Room 4 Level/Dim:** /**Interior:** Carbon Monoxide Detector, Smoke Detector**Exterior:** Deck, Open Porch(es), Thermal Windows/Doors**Application Fee:** \$

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Info. deemed RELIABLE but not GUARANTEED - ALL Room Sizes are Approx.

**\$ 211,000****MLS# 2614282****County: Warren****Cities/Towns: Knowlton Twp.****Style: Ranch****MA 55+: No****Zone/Comp:****Rooms: 12****Bedrooms: 5****Full Baths: 3****Half Baths: 0**

Remarks: Farm House, single family, was 3 separate units, on almost 7 acres.

Listing Office: COLDWELL BANKER REALTORS

Office Phone: 908-879-4900

Listing Agent: VIRGINIA BUTKUS

Total Baths: 3**Acreage: 6.99****Living Room Level/Dim: First / 17x17****Dining Room Level/Dim: /****Kitchen Level/Dim: First / 17x22****Bedroom 1 Level/Dim: First / 11x12****Bedroom 2 Level/Dim: First / 10x14****Bedroom 3 Level/Dim: First / 24x12****Bedroom 4 Level/Dim: First / 12x10****Den Level/Dim: /****Sq Ft:****Association fee: \$****Heat System:** 1 Unit, Baseboard -

Hotwater, Multi-Zone

Cool System: Ceiling Fan, Window A/C(s)**Water:** Well**Sewer:** Septic**Utilities:** Electric, Gas-Propane**Services:****Grade School:** KNOWLTON**Middle School:** NO. WARREN**High School:** NO. WARREN**Tax Amount:** \$ 10,102**Tax Year:** 2008**Tax Rate Year:** 2008**Easement/Desc:** Unknown /**Farm Assessment:** No**Land Assessment:** \$ 83,000**Building Assessment:** \$ 236,500**Total Assessment:** \$ 319,500**Lot Size:** 6.99**Lot Description:****YB/Desc:** 1940 / Approximate, Unknown**Basmt/Desc:** Yes / Finished**Family Room Level/Dim: /****Other Room 1 Level/Dim:** First / 10x10**Other Room 2 Level/Dim:** First / 16x14**Other Room 3 Level/Dim:** First / 18x17**Other Room 4 Level/Dim:** Basement / 17x18**Interior:** Walk-In Closet**Exterior:** Open Porch(es)**Application Fee:** \$

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****Info. deemed RELIABLE but not GUARANTEED - ALL Room Sizes are Approx.****

**\$220,000****MLS# 2580008****County:** Warren**Townes/Towns:** Knowlton Twp.**Style:** Colonial**Age 55+:** No**Home/Comp:** res**Rooms:** 7**Bedrooms:** 3**Full Baths:** 2**Half Baths:** 0

Remarks: PRICEED TO SELL!! - 1850s colonial in the Village of Hainesburg-outbuilding plus large barn/garage-picket fence,nice level yard,wide plank flooring,built in shelving, 3 lge bedrooms,enclosed porch

Listing Office: RE/MAX RIDGE REAL ESTATE

Office Phone: 908-362-7200

Listing Agent: M REDEMPA GWYNNE

Total Baths: 2**Acreage:** 0.79**Living Room Level/Dim:** First / 17x14**Dining Room Level/Dim:** First / 13x12**Kitchen Level/Dim:** First / 14x10**Bedroom 1 Level/Dim:** Second / 17x12**Bedroom 2 Level/Dim:** Second / 17x12**Bedroom 3 Level/Dim:** Second / 13x10**Bedroom 4 Level/Dim:** /**Den Level/Dim:** /**Sq Ft:****Association fee:** \$**Heat System:** 1 Unit**Cool System:** 1 Unit, Central Air**Water:** Well**Sewer:** Septic**Utilities:** Electric

Services: Cable TV Available, Garbage Extra Charge

Grade School: KNOWLTON**Middle School:** NO. WARREN**High School:** NO. WARREN**Tax Amount:** \$ 4,703**Tax Year:** 2008**Tax Rate Year:** 2008**Easement/Desc:** Unknown /**Farm Assessment:** No**Land Assessment:** \$ 44,000**Building Assessment:** \$ 108,700**Total Assessment:** \$ 152,700**Lot Size:****Lot Description:** Open Lot**YB/Desc:** 1858 /**Basmnt/Desc:** Yes / Full, Unfinished**Family Room Level/Dim:** /**Other Room 1 Level/Dim:** First / 17x12**Other Room 2 Level/Dim:** First / 12x8**Other Room 3 Level/Dim:** First / 8x6**Other Room 4 Level/Dim:** /**Interior:** Smoke Detector**Exterior:****Application Fee:** \$

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**\$ 225,000**

MLS# 2600064
County: Warren
Cities/Towns: Knowlton Twp.
Style: Cape Cod
Age 55+: No
Age/Comp:
Rooms: 5
Bedrooms: 3
Baths: 1
Half Baths: 0

Remarks: Great House with Over Sized heated detached Garage and Work Shop!! Brand New Furnace. Built in cabinets through out. Wood floors. Convenient to route 80 and route 46.

Listing Office: STAN UDELL INC.
REALTORS
Office Phone: 908-459-4123
Listing Agent: VOULA EVANGELIS

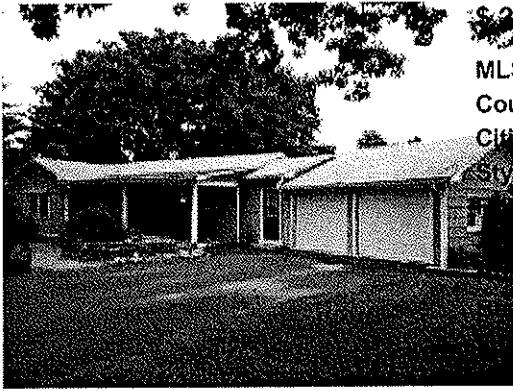
Total Baths: 1
Acreage: 0.2
Living Room Level/Dim: First / 16x11
Dining Room Level/Dim: /
Kitchen Level/Dim: First / 11x11
Bedroom 1 Level/Dim: First / 11x9
Bedroom 2 Level/Dim: Second / 15x10
Bedroom 3 Level/Dim: Second / 10x8
Bedroom 4 Level/Dim: /
Den Level/Dim: /
Sq Ft:
Association fee: \$

Heat System: 1 Unit
Cool System:
Water: Well
Sewer: Cesspool
Utilities: Electric
Services: Cable TV Available, Garbage Extra Charge
Grade School: KNOWLTON
Middle School: NO. WARREN
High School: NO. WARREN
Tax Amount: \$ 3,100
Tax Year: 2007
Tax Rate Year: 2007
Easement/Desc: Yes / driveway
Farm Assessment: No
Land Assessment: \$ 41,000
Building Assessment: \$ 69,900
Total Assessment: \$ 110,900
Lot Size: .02
Lot Description: Level Lot
YB/Desc: 1932 /
Basmt/Desc: Yes / Unfinished
Family Room Level/Dim: /
Other Room 1 Level/Dim: / 10x9
Other Room 2 Level/Dim: /
Other Room 3 Level/Dim: /
Other Room 4 Level/Dim: /
Interior:
Exterior: Open Porch(es), Storm Window (s), Thermal Windows/Doors, Workshop
Application Fee: \$

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**\$ 229,900****MLS# 2592951****County: Warren****Cities/Towns: Knowlton Twp.****Style: Ranch****Age 55+: No****Age/Comp: AR1****Rooms: 9****Bedrooms: 2****Baths: 2****Full Baths: 0**

Remarks: OPPORTUNITY! RANCH ON .54AC., LR W/ HW FLR & FIREPLACE, 2 FULL BATHS, WALKOUT BASEMENT W/2 FINISHED ROOMS FOR EXPANDED LIVING SPACE; LRG DECK OVERLOOKS NEIGHBORING HORSE FARM, MINUTES TO I80/EX4.

Listing Office: RE/MAX HOUSE VALUES 4

Office Phone: 908-852-1333

Listing Agent: RICHARD TILLMAN

Total Baths: 2**Acreage: 0.54****Living Room Level/Dim: First / 20x14****Dining Room Level/Dim: First / 14x10****Kitchen Level/Dim: First / 13x10****Bedroom 1 Level/Dim: First / 13x12****Bedroom 2 Level/Dim: First / 13x9****Bedroom 3 Level/Dim: /****Bedroom 4 Level/Dim: /****Den Level/Dim: /****Sq Ft:****Association fee: \$****Heat System:** Baseboard - Hotwater**Cool System:****Water:** Well**Sewer:** Septic**Utilities:** Electric**Services:****Grade School:** KNOWLTON**Middle School:** NO. WARREN**High School:** NO. WARREN**Tax Amount:** \$ 4,219**Tax Year:** 2008**Tax Rate Year:** 2008**Easement/Desc:** Unknown /**Farm Assessment:** No**Land Assessment:** \$ 48,200**Building Assessment:** \$ 88,800**Total Assessment:** \$ 137,000**Lot Size:** 0.54**Lot Description:** Level Lot, Open Lot**YB/Desc:** 1965 / Approximate**Basmnt/Desc:** Yes / Finished-Partially, Full**Family Room Level/Dim: /****Other Room 1 Level/Dim:** Basement / 18x14**Other Room 2 Level/Dim:** Basement / 10x8**Other Room 3 Level/Dim:** Basement / 24x14**Other Room 4 Level/Dim:** Basement / 12x5**Interior:****Exterior:** Deck, Open Porch(es), Storage Shed**Application Fee:** \$

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****Info. deemed RELIABLE but not GUARANTEED - ALL Room Sizes are Approx.****

**40,000****MLS# 2573668****County: Warren****Cities/Towns: Knowlton Twp.****Style: Cape Cod****Age 55+: No****Zone/Comp: AR1****Rooms: 6****Bedrooms: 2****Full Baths: 1****Half Baths: 0**

Remarks: Great house to show! Much new and sparkling clean. Usable walk-up attic+ enclosed breezeway+oversized garage. Easy commuting location w/ quick access to sports, outdoors and shopping venues.

Listing Office: CANNON COUNTRY REAL ESTATE LLC

Office Phone: 908-362-9295

Listing Agent: JOHN G. HAUCK

Total Baths: 1**Acreage: 1.41****Living Room Level/Dim: First / 19x17****Dining Room Level/Dim: First / 13x10****Kitchen Level/Dim: First / 13x12****Bedroom 1 Level/Dim: First / 12x13****Bedroom 2 Level/Dim: / 12x11****Bedroom 3 Level/Dim: /****Bedroom 4 Level/Dim: /****Den Level/Dim: /****Sq Ft:****Association fee: \$****Heat System:** 1 Unit, Radiators - Hot Water**Cool System:** 1 Unit, Central Air**Water:** Well**Sewer:** Septic**Utilities:** Electric**Services:** Cable TV Available, Garbage Extra Charge**Grade School:** KNOWLTON**Middle School:****High School:** NO. WARREN**Tax Amount:** \$ 4,601**Tax Year:** 2008**Tax Rate Year:** 2008**Easement/Desc:** No /**Farm Assessment:****Land Assessment:** \$ 44,500**Building Assessment:** \$ 104,900**Total Assessment:** \$ 149,400**Lot Size:****Lot Description:** Level Lot**YB/Desc:** 1952 /**Basmt/Desc:** Yes / French Drain, Full**Family Room Level/Dim:** /**Other Room 1 Level/Dim:** First / 9x8**Other Room 2 Level/Dim:** /**Other Room 3 Level/Dim:** /**Other Room 4 Level/Dim:** /**Interior:** Carbon Monoxide Detector, Fire Extinguisher, Smoke Detector, Window Treatments**Exterior:** Patio**Application Fee:** \$

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**\$ 249,000****MLS#** 2613600**County:** Warren**Cities/Towns:** Knowlton Twp.**Style:** Custom Home**HA 55+:** No**Zone/Comp:****Rooms:** 5**Bedrooms:** 2**Baths:** 1**Half Baths:** 0

Remarks: RIVERFRONT! Experience a vacation setting every day. River views from every room. Perfect for entertaining or just relaxing with the sounds of the river. Renovated in 2006

Listing Office: RE/MAX HOUSE VALUES
4

Office Phone: 908-852-1333

Listing Agent: MATTHEW J. ERNY

Total Baths: 1**Acreage:** 0.67**Living Room Level/Dim:** First / 19x10**Dining Room Level/Dim:** /**Kitchen Level/Dim:** First / 19x10**Bedroom 1 Level/Dim:** First / 20x19**Bedroom 2 Level/Dim:** Second / 17x10**Bedroom 3 Level/Dim:** /**Bedroom 4 Level/Dim:** /**Den Level/Dim:** /**Sq Ft:****Association fee:** \$**Heat System:** 1 Unit, Baseboard - Hotwater**Cool System:** Wall A/C Unit(s), Window A/C(s)**Water:** Private, Well**Sewer:** Cesspool**Utilities:** Electric**Services:****Grade School:** KNOWLTON**Middle School:** NO. WARREN**High School:** NO. WARREN**Tax Amount:** \$ 3,814**Tax Year:** 2008**Tax Rate Year:** 2008**Easement/Desc:** Unknown /**Farm Assessment:** No**Land Assessment:** \$ 43,400**Building Assessment:** \$ 77,200**Total Assessment:** \$ 120,600**Lot Size:****Lot Description:** Waterfront**YB/Desc:** 9999 / Unknown**Basmt/Desc:** No /**Family Room Level/Dim:** /**Other Room 1 Level/Dim:** First / 11x8**Other Room 2 Level/Dim:** First / 17x5**Other Room 3 Level/Dim:** /**Other Room 4 Level/Dim:** /

Interior: Blinds, Carbon Monoxide Detector,
Fire Extinguisher, Smoke Detector

Exterior: Deck, Storage Shed, Thermal
Windows/Doors

Application Fee: \$

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Property Type

All Property Types

Select multiple property types

Square Feet

Min

Max

More search options

Keyword Search

garage, pool, patio, etc.

Year Built

year to

year

Lot Size

Any

Foreclosure Type

☒ Notice of default☒ Auction☒ Bank owned

MLS ID

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477 State Route 94, Columbia NJ



\$185,000

2 br 1 ba
Single-Family Home

coldwellbankermoves...

Listing preview Save Price Alerts

36 Riverview Ave, Columbia NJ



\$199,900

2 br 2 ba
Single-Family Home

Weichert.com

Listing preview Save Price Alerts

11 Walnut Rd, Columbia NJ



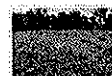
\$160,000

Lot/Land

Weichert.com

Listing preview Save Price Alerts

Address Not Disclosed



\$179,900

Lot/Land

Weichert.com

Listing preview Save Price Alerts

450 State Route 94, Columbia NJ



\$134,900

3 br 1 1/2 ba 1,360 sqft
Single-Family Home

bligarealestate.com

Listing preview Save Price Alerts

474 State Route 94, Columbia NJ



\$176,900

3 br 2 ba
Single-Family Home

postlets.com

Listing preview Save Price Alerts

29 Washington St, Columbia NJ



\$199,000

1 br 1 ba

ERA.com

Listing preview Save Price Alerts

13 Pine Tree Ln, Columbia NJ



\$199,999

Lot/Land

ERA.com

Listing preview Save Price Alerts

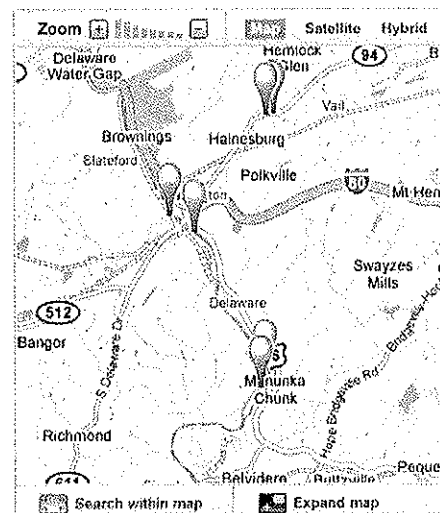
Address Not Disclosed



\$129,900

Lot/Land

rentax-nj.com



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07832 real estate prices

Average Listing Price:	\$420,339	-2.4%
(week ending Dec 10)		(prior month)
Median Sales Price:	\$525,000	54.4%
(quarter ending Sep '06)		(prior quarter)
Average Price/Sqft:	\$303	83.6%
(quarter ending Sep '06)		(prior quarter)

More trends for 07832 real estate

Compare local home prices: Warren County Heat Map

Was this info useful? Yes No

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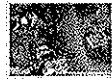
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Ash Rd, Columbia NJ

\$160,000
 Single-Family Home

FORECLOSURE
 RealtyTrac



► Listing preview

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Columbia ZIPs
 07832 Foreclosures

Columbia Property Types
 Columbia Single-Family Homes
 Columbia Condos
 Columbia Townhomes
 Columbia Coops
 Columbia Apartments
 Columbia Lofts
 See All Columbia Property Types

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APPENDIX F

GUT REHABILITATION PROGRAM

REHABILITATION PROGRAM (N.J.A.C. 5:97-6.2)

General Description

Municipality/County: Township of Knowlton, Warren County

Program Name: Gut Rehabilitation

Number of proposed units to be rehabilitated: 10

Information and Documentation Required with Petition

- ☐ Determination of Rehabilitation Share
- ☐ Accept number in N.J.A.C. 5:97 – Appendix B; **OR**
- ☐ Exterior Housing Survey conducted by the municipality
- ☒ Information regarding the rehabilitation program on forms provided by the Council. (If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☒ in lieu of submitting forms.)
- ☒ Documentation demonstrating the source(s) of funding
- ☒ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall
- ☒ Schedule illustrating how the rehabilitation share will be addressed within the period of substantive certification

Information and Documentation Required Prior to Substantive Certification

- ☐ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18
- ☐ Draft or adopted rehabilitation operating manual that includes a description of the program procedures and administration including a copy of sample deed restriction and/or lien.
- ☐ Affirmative Marketing Plan for the re-rental of rehabilitated rental units, in accordance with UHAC

Rehabilitation Narrative Section

Knowlton Township has an existing 4-unit gut rehabilitation completed in 2006, which was deed restricted for low- and/or moderate-income rental units for a period of thirty (30) years. The Township will continue to build on prior success and will complete "gut" rehabilitation of housing units within designated areas of the Township. This program is aimed at converting existing market-rate or below-market-rate units to affordable units through gut rehabilitation. The main goal of this program is to bring existing sub-standard, or even dilapidated, units up to code standards through completely demolishing the structure down to the studs and rebuilding it. Due to the existing housing stock and land use of the Township, reconstruction projects provide for the most viable opportunities for the creation of affordable units. In addition, such housing units could be potentially reconstructed at a lower cost than new construction, and yet would qualify as new construction.

The Township understands that it must provide sufficient funds to complete no less than half of the obligation by year five of the certified plan. The Township shall provide a minimum of \$25,000 per unit to subsidize each moderate-income unit and \$30,000 to subsidize each low-income unit, with additional subsidy as may be necessary. These subsidies will be provided through funds collected through the Developer Fee Ordinance. The municipal resolution of intent to provide funding in the event of a shortfall is included in Appendix B.

To complete a total of 10 units by the end of 2018, Knowlton proposes to rehabilitate at least one unit each year between 2009 and 2018, alternating between low-income and moderate-income units. This project is included on the Spending Plan in Appendix J.

The Township will follow the guidelines per reconstruction and ensure that the final units are deed restricted for low and moderate households for 30 years as previously done. Knowlton will ensure that the structure of the program adheres to the Third Round regulations and will affirmatively market the program as outlined by the Uniform Housing Affordability Controls (UHAC). Knowlton will either run the program in-house or contract with a qualified agency to run the program as they did under previous COAH rounds. The administrative agent or contracted party will maintain the necessary documentation for each rehabilitated unit and will complete and submit the required monitoring reports.

As of this time, no operating manual or affirmative marketing plan has been written or completed by the Township for this program. Once the Township has contracted with an administrative agent for the

gut rehabilitation rental program, likely to happen in the next 6 months, an official operating manual will be drafted. This manual will include an affirmative marketing plan and a sample deed restricting based on the model form found on the COAH webpage.

Note: The information for the gut rehabilitation program has been provided on the Rehabilitation Obligation form. Any additional information required will be provided as requested.

PROJECT / PROGRAM INFORMATION FORM

Changes to the highlighted areas are to be made directly into the CTM system. Fields highlighted in grey will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: _____ Township of Knowlton _____ County: _____ Warren County _____

Project or Program Name: Gut Rehabilitation

Project Status (circle current status and enter date of action for that status) _____ Status Date

Proposed/Zoned

Proposed - 2009-2018

Preliminary Approval

Final Approval

Affordable Units under Construction

Completed (all affordable certificates of occupancy (C.O.) issued)

Deleted from Plan

(date approved by COAH) _____)

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility

Alternative Living Arrangement

Accessory Apartment

Market to Affordable

Credits without Controls

ECHO

100 Percent Affordable

Inclusionary

Rehabilitation

Redevelopment

Gut Rehabilitation

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site

Units constructed off-site

Combination

Contributory

Growth Share Ordinance

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless

Residential Health Care Facility

Congregate Living Facility

Group Home

Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)

Permanent Supportive Housing (unit credit)

Supportive Shared Living Housing (bedroom credit)

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 **Round 3**

Project Address: Not yet identified

Project Block/Lot/Qualifier (list all)

Project Acreage: Density: Set Aside:

Project Sponsor: (circle one) Municipally Developed Nonprofit Developed Private Developer

Project Sponsor name:

Project Developer name:

Planning Area (circle all that apply)

1 2 3 4 4B 5 5B

Highland Preservation Highlands Planning Area Pinelands Meadowlands

CAFRA Category 1 Watershed

Credit Type

Prior-cycle (1980 – 1986) Post-1986 completed **Proposed/Zoned** Rehabilitation

Credit Sub-Type (if applicable)

Addressing Unmet Need Extension of Controls

Construction Type (circle one) **New (includes reconstruction and conversions)** Rehabilitation

Flags (circle all that apply) 3.1 Phased Durational Adjustment Conversion Court Project

Density Increase Granted Mediated Project Overlay Zone Result of Growth Share Ordinance

High Poverty Census Tract Off-Site Partnership Project RCA Receiving Project

Reconstruction Part of Redevelopment Plan

Project Waiver granted yes no Round waiver was granted R1 R2 R3

Type of Waiver

Number of market units proposed Number of market units completed

Number of market units with certificates of occupancy issued after 1/1/2004

Number of affordable units under construction

Condo Fee percentage (if applicable)

Affordability Average Percentage¹

¹ "Affordability Average" means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site _____

Number of affordable units created with payment _____

Municipal or RCA funds committed to project _____ \$275,000 _____

Municipal or RCA funds expended _____

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202

HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family

UDAG UHORP USDA-FHA Rural Development USDA-FHA - Section 515 Development Fees

Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding

Balanced Housing Balanced Housing – Home Express DCA – Low Income House Tax Credit NPP

DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit

HMFA HMFA HOME MONI Section 8 Small Cities Other _____

Effective date of affordability controls _____

Length of Affordability Controls (in years) 30 years proposed or _____ Perpetual

Administrative Agent _____

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

If Yes

of deed restricted units removed _____

of moderate income units removed _____

of low income units removed _____

of very low income units removed _____

of rental units removed _____

of for-sale units removed _____

of one-bedroom units removed _____

of two-bedroom units removed _____

of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted 10 Sales 0 Rentals 10 Total age-restricted 0 Sales 0 Rentals 0

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	_____
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
35% = greater than 30 percent and less than or equal to 35 percent of median income
50% = greater than 35 percent and less than or equal to 50 percent of median income
80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project _____

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls _____

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For Approved Regional Contribution Agreements (RCA)

Sending Municipality _____ County _____

RCA Receiving Municipality _____ County _____

COAH approval date _____

Number of units transferred _____ Cost per unit _____

Total transfer amount _____ Amount transferred to date _____

For Partnership Program

Sending Municipality _____ County _____

Partnership Receiving Municipality _____ County _____

Name of Project _____

Credits for Sending Municipality _____

Total transfer amount _____ Amount transferred to date _____

Summary of Sending Municipality's contractual agreement with Partnership Receiving Municipality

Town of Kearny contacts

Joe D'Arco

jdarco@kearnynj.org

APPENDIX G

EXTENSION OF EXPIRING CONTROLS

EXTENSION OF EXPIRING CONTROLS (N.J.A.C. 5:97-6.14)

(Submit separate checklist for each location)

General Description

Municipality/County: Knowlton Township, Warren County

Project or Program Name: Knowlton Township Rehabilitation

& Accessory Apartment

Block(s) and Lot(s): Block 5, Lot 14 & Block 61, Lot 15.04

Affordable Units Proposed: 2

Non-Age-Restricted: 2

Sale: 1

Rental: 1

Age-Restricted: _____

Sale: _____

Rental: _____

Information and Documentation Required with Petition

- ☒ Project/Program Information Form (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☐ in lieu of submitting forms.)

Identification of unit(s) including:

- ☒ Name and address of owner
- ☒ Subject property address
- ☒ Subject property block and lot
- ☒ Description of units including if unit is age-restricted or not and rental or sale
- ☒ Description of expiring controls including prior program funding, date control first initiated and date when control is to expire
- ☐ Agreement or commitment to extend controls between the municipality and owner
- ☐ Proposed deed restriction
- ☐ Pro-forma statement for the project showing acquisition and/or rehabilitation costs
- ☒ Documentation of funding sources
- ☒ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall
- ☐ Previous and proposed or revised Affirmative Marketing Plans

Information and Documentation Required Prior to Substantive Certification

- ☐ Resolution or executed contract designating an experienced Administrative Agent, and a statement of his/her qualifications, in accordance with N.J.A.C. 5:96-18
- ☐ Draft or adopted operating manual that includes a description of program procedures and administration or a statement indicating that the Administrative Agent designated to run the program uses a COAH-approved manual in accordance with UHAC
- ☐ Affirmative Marketing Plan in accordance with UHAC

Extension of Controls Narrative Section

428 Route 94 (Block 5, Lot 14)- The property was rehabilitated under the Knowlton Township Rehabilitation Program. The property contains a low-income, owner-occupied home with 10-year affordability controls effective starting 1/19/2004. The existing affordability controls on 428 Route 94 will expire in 2014 and Township proposes to extend the affordability controls at least through 2018. The extension will be funded through anticipated development fees at a cost of \$10,000. The agreement for extension of affordability controls between the Township and property owner will be forwarded to COAH when it is completed in 2014. The current owner and property information is attached as MOD IV records within this checklist.

60 Knowlton Road (Block 61, Lot 15.04)- The property contains a single-family home that is owner-occupied and a low-income rental accessory apartment. The accessory apartment was created from a converted garage under the existing accessory apartment ordinance. The accessory apartment has 10-year affordability controls effective starting 4/4/2003. The existing affordability controls on the accessory apartment at 60 Knowlton Road will expire in 2013 and Township proposes to extend the affordability controls at least through 2018. The extension will be funded through anticipated development fees at a cost of \$10,000. The agreement for extension of affordability controls between the Township and property owner will be forwarded to COAH when it is completed in 2013. The current owner and property information as MOD IV records as well as the approval resolution for the garage conversion are attached within this checklist.

The Township will affirmatively market the units as outlined by the Uniform Housing Affordability Controls (UHAC). The administering agent will maintain the necessary documentation and submit the required monitoring reports.

Warren

1. The following units have been rehabilitated through the Knowledge Township Rehabilitation Program

Report Period:

4/00 through 4/07

2		3				4	5	6	7	8	9	10	11	12	13				
street address	case number	block	lot	unit number	owner	renter	very low	low	mod	final inspection date	funds expended on hard costs (\$)	developmental fees expended (\$)	funds resuspended (\$)	major system(s) repaired (use code)	was unit below code and raised to code? (y/n)	effective date of affordability controls (mm/dd/yy)	length of affordability controls (years)	affordability control removed (y/n)	end-use/affordability (y/n)
428 Rt 94 (Joke)	1	5	14	1	✓			✓	(✓)	4/9/04	10,000	✓		5	✓	1/9/04	10	N	✓
60 Knudsen Rd	2	61	15.04	Assessory 2005	✓			✓		4/4/03	10000	✓		New construction	✓	4/4/03	10	N	✓
ARC Kueck Rd	3	68	4.00	10 units	✓		✓			in progress		✓		New construction	✓		30	N	✓
Harrisburg Rd	4	3	36.01	4	-	✓	-	✓		7/19/04	40000	✓		New construction	✓	7/19/04	30	N	✓
													</						

Verification by Program Administrator that all households are income eligible, that appropriate affordability controls are in place and that rental prices conform to COAH regulations.

Dwade Lusk
Program Administrator

4/3/07

PROJECT / PROGRAM INFORMATION FORM

Changes to the highlighted areas are to be made directly into the CTM system. Fields highlighted in grey will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: ____ Township of Knowlton ____ County: ____ Warren County ____

Project or Program Name: ____ Extension of Expiring Controls ____

Project Status (circle current status and enter date of action for that status)

Status Date

Proposed/Zoned

__Proposed - 2014__

Preliminary Approval

Final Approval

Affordable Units under Construction

Completed (all affordable certificates of occupancy (C.O.) issued)

Deleted from Plan

(date approved by COAH) _____)

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility

Alternative Living Arrangement

Accessory Apartment

Market to Affordable

Credits without Controls

ECHO

100 Percent Affordable

Inclusionary

Rehabilitation

Redevelopment

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site

Units constructed off-site

Combination

Contributory

Growth Share Ordinance

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless

Residential Health Care Facility

Congregate Living Facility

Group Home

Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)

Permanent Supportive Housing (unit credit)

Supportive Shared Living Housing (bedroom credit)

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 Round 3

Project Address: 428 Route 94

Project Block/Lot/Qualifier (list all) Block 5, Lot 14

Project Acreage: 3.1 acres Density: Set Aside:

Project Sponsor: (circle one) Municipally Developed Nonprofit Developed Private Developer

Project Sponsor name:

Project Developer name:

Planning Area (circle all that apply)

1 2 3 4 4B 5 5B

Highland Preservation Highlands Planning Area Pinelands Meadowlands

CAFRA Category 1 Watershed

Credit Type

Prior-cycle (1980 – 1986) Post-1986 completed Proposed/Zoned Rehabilitation

Credit Sub-Type (if applicable)

Addressing Unmet Need Extension of Controls

Construction Type (circle one) New (includes reconstruction and conversions) Rehabilitation

Flags (circle all that apply) 3.1 Phased Durational Adjustment Conversion Court Project

Density Increase Granted Mediated Project Overlay Zone Result of Growth Share Ordinance

High Poverty Census Tract Off-Site Partnership Project RCA Receiving Project

Reconstruction Part of Redevelopment Plan

Project Waiver granted yes no Round waiver was granted R1 R2 R3

Type of Waiver

Number of market units proposed Number of market units completed

Number of market units with certificates of occupancy issued after 1/1/2004

Number of affordable units under construction

Condo Fee percentage (if applicable)

Affordability Average Percentage¹

¹ "Affordability Average" means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site _____

Number of affordable units created with payment _____

Municipal or RCA funds committed to project XXXXXXXXXX \$10,000 XXX

Municipal or RCA funds expended XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202
HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family
UDAG UHORP USDA-FHA Rural Development USDA-FHA - Section 515 **Development Fees**
Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding
Balanced Housing Balanced Housing – Home Express DCA – Low Income House Tax Credit NPP
DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit
HMFA HMFA HOME MONI Section 8 Small Cities Other _____

Effective date of affordability controls XXXXXX **2014** XX

Length of Affordability Controls (in years) XXXXXX or Perpetual

Administrative Agent _____

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

XXXXXX If Yes

XXXXXX # of deed restricted units removed _____

XXXXXX # of moderate income units removed _____

XXXXXX # of low income units removed _____

XXXXXX # of very low income units removed _____

XXXXXX # of rental units removed _____

XXXXXX # of for-sale units removed _____

XXXXXX # of one-bedroom units removed _____

XXXXXX # of two-bedroom units removed _____

XXXXXX # of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted 1 Sales 1 Rentals 0 Total age-restricted 0 Sales 0 Rentals 0

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	_____
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
 35% = greater than 30 percent and less than or equal to 35 percent of median income
 50% = greater than 35 percent and less than or equal to 50 percent of median income
 80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project _____

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls _____

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For Approved Regional Contribution Agreements (RCA)

Sending Municipality _____ County _____

RCA Receiving Municipality _____ County _____

COAH approval date _____

Number of units transferred _____ Cost per unit _____

Total transfer amount _____ Amount transferred to date _____

For Partnership Program

Sending Municipality _____ County _____

Partnership Receiving Municipality _____ County _____

Name of Project _____

Credits for Sending Municipality _____

Total transfer amount _____ Amount transferred to date _____

Summary of Sending Municipality's contractual agreement with Partnership Receiving Municipality

Block: 5 Prop Loc: 428 RTE 94 Owner: DEVAPRASAD, KIRAN Square Ft: 0
 Lot: 14 District: 2113 KNOWLTON Street: 428 ROUTE 94 Year Built:
 Qual: Class: 2 City State: COLUMBIA NJ 07832 Style:

Additional Information

Prior Block: Acct Num: 00001445 Addl Lots: EPL Code: 0 0 0
 Prior Lot: Mtg Acct: Land Desc: 3.10 Statute:
 Prior Qual: Bank Code: 0 Bldg Desc: 1.5SF Initial: 000000 Further: 000000
 Updated: 03/28/06 Tax Codes: Class4Cd: 0 Desc:
 Zone: AR1 Map Page: 3 Acreage: 3.1 Taxes: 5773.68 / 0.00

Sale Information

Sale Date: 02/16/06 Book: 2066 Page: 210 Price: 334000 NU#: 0

Sr	La	Date	Book	Page	Price	NU#	Ratio	Grantee
More Info	06/23/97	1522	255	172500	78.55	JADE, LAURA		
More Info	02/16/06	2066	210	334000	58.20	DEVAPRASAD, KIRAN		

TAX-LIST-HISTORY

Year	Owner Information	Land/Imp/Tot	Exemption	Assessed
------	-------------------	--------------	-----------	----------

2007	DEVAPRASAD, KIRAN	63500	0	194400
	428 ROUTE 94	130900		
	COLUMBIA NJ 07832	194400		

2005	JADE, LAURA	63500	0	194400
	428 ROUTE 94	130900		
	COLUMBIA NJ 07832	194400		

DATE 01/01/00		COUNTY WARREN		DISTRICT 2113 KNOWLTON	
DEED REGISTRATION					
BOOK 2066	PAGE 210	DEED DATE 02/16/06	DATE RECORDED 03/03/06	R.T. FEE 610	PRICE 334000
JADE, LAURA 319 FIRST STREET PHILLIPSBURG NJ 00000			DEVAPRASAD, KIRAN 428 ROUTE 94 COLUMBIA NJ 00000		
TAX MAP & LIST DESCRIPTIONS		PROPERTY CLASSIFICATION			
BLOCK 5	CLASS CL. 4 TYPE		2		
LOT 14	CONDO		N		
QUAL					
ASSESSED VALUE					
YEAR SAME AS DEED	LAND	BUILDINGS	TOTAL		
2006	63500	130900	194400		
PROPERTY LOCATION 428 RTE 94		FLOOR AREA 1632	YEAR BUILT 1947		
REMARKS:			RATIO: 58.2		
ADDITIONAL BLOCKS/LOTS					
BLOCK	LOT	QUAL	LAND	BUILDINGS	TOTAL
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
NONUSABLE CODE		SERIAL NO.		8841892	

DATE		COUNTY		DISTRICT	
01/01/00		WARREN		2113 KNOWLTON	
DEED REGISTRATION					
BOOK	PAGE	DEED DATE	DATE RECORDED	R.T. FEE	R.T.F. EXEMPT
1522	255	06/23/97	06/26/97	637.5	172500 S
G R A N T O R		JABLON, JEFFREY J & DIANE 428 ROUTE 94 COLUMBIA, NJ 00000		G R A N T E E JADE, LAURA 428 ROUTE 94 COLUMBIA, NJ 00000	
TAX MAP & LIST DESCRIPTIONS			PROPERTY CLASSIFICATION		
BLOCK	5		CLASS	2	
LOT	14		CL. 4 TYPE		
QUAL			CONDO	N	
ASSESSED VALUE					
YEAR	LAND	BUILDINGS	TOTAL		
1997	55500	80000	135500		
PROPERTY LOCATION			FLOOR AREA	YEAR BUILT	
428 RTE 94			1694	1940	
REMARKS:			RATIO: 78.55		
ADDITIONAL BLOCKS/LOTS					
BLOCK	LOT	QUAL	LAND	BUILDINGS	TOTAL
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
NONUSABLE CODE			SERIAL NO.		
			4554075		

PROJECT / PROGRAM INFORMATION FORM

Changes to the highlighted areas are to be made directly into the CTM system. Fields highlighted in grey will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: ____Township of Knowlton____ County: ____Warren County____

Project or Program Name: ____Extension of Expiring Controls____

Project Status (circle current status and enter date of action for that status) Status Date

Proposed/Zoned Proposed - 2013

Preliminary Approval _____

Final Approval _____

Affordable Units under Construction _____

Completed (all affordable certificates of occupancy (C.O.) issued) _____

Deleted from Plan
(date approved by COAH) _____)

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility	Alternative Living Arrangement	<u>Accessory Apartment</u>
Market to Affordable	Credits without Controls	ECHO 100 Percent Affordable
Inclusionary	Rehabilitation	Redevelopment

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site Units constructed off-site Combination Contributory
Growth Share Ordinance

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless Residential Health Care Facility Congregate Living Facility
Group Home Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)
Permanent Supportive Housing (unit credit) Supportive Shared Living Housing (bedroom credit)

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 Round 3

Project Address: 60 Knowlton Road

Project Block/Lot/Qualifier (list all) Block 61, Lot 15.04

Project Acreage: 1.0 acre Density: Set Aside:

Project Sponsor: (circle one) Municipally Developed Nonprofit Developed Private Developer

Project Sponsor name:

Project Developer name:

Planning Area (circle all that apply)

1 2 3 4 4B 5 5B

Highland Preservation Highlands Planning Area Pinelands Meadowlands

CAFRA Category 1 Watershed

Credit Type

Prior-cycle (1980 – 1986) Post-1986 completed Proposed/Zoned Rehabilitation

Credit Sub-Type (if applicable)

Addressing Unmet Need Extension of Controls

Construction Type (circle one) New (includes reconstruction and conversions) Rehabilitation

Flags (circle all that apply) 3.1 Phased Durational Adjustment Conversion Court Project

Density Increase Granted Mediated Project Overlay Zone Result of Growth Share Ordinance

High Poverty Census Tract Off-Site Partnership Project RCA Receiving Project

Reconstruction Part of Redevelopment Plan

Project Waiver granted yes no Round waiver was granted R1 R2 R3

Type of Waiver

Number of market units proposed Number of market units completed

Number of market units with certificates of occupancy issued after 1/1/2004

Number of affordable units under construction

Condo Fee percentage (if applicable)

Affordability Average Percentage¹

¹ "Affordability Average" means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site _____

Number of affordable units created with payment _____

Municipal or RCA funds committed to project _____ \$10,000 _____

Municipal or RCA funds expended _____

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202
HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family
UDAG UHORP USDA-FHA Rural Development USDA-FHA - Section 515 Development Fees
Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding
Balanced Housing Balanced Housing – Home Express DCA – Low Income House Tax Credit NPP
DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit
HMFA HMFA HOME MONI Section 8 Small Cities Other _____

Effective date of affordability controls _____ 2013 _____

Length of Affordability Controls (in years) _____ or Perpetual

Administrative Agent _____

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

If Yes

of deed restricted units removed _____

of moderate income units removed _____

of low income units removed _____

of very low income units removed _____

of rental units removed _____

of for-sale units removed _____

of one-bedroom units removed _____

of two-bedroom units removed _____

of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted 1 Sales 0 Rentals 1 Total age-restricted 0 Sales 0 Rentals 0

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	_____
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
35% = greater than 30 percent and less than or equal to 35 percent of median income
50% = greater than 35 percent and less than or equal to 50 percent of median income
80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project _____

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls _____

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For Approved Regional Contribution Agreements (RCA)

Sending Municipality _____ County _____

RCA Receiving Municipality _____ County _____

COAH approval date _____

Number of units transferred _____ Cost per unit _____

Total transfer amount _____ Amount transferred to date _____

For Partnership Program

Sending Municipality _____ County _____

Partnership Receiving Municipality _____ County _____

Name of Project _____

Credits for Sending Municipality _____

Total transfer amount _____ Amount transferred to date _____

Summary of Sending Municipality's contractual agreement with Partnership Receiving Municipality

**KNOWLTON TOWNSHIP PLANNING BOARD
RESOLUTION OF MEMORIALIZATION**

Approved: December 22, 1998
Memorialized: January 26, 1999

**IN THE MATTER OF
REBECCA E. PERNA
LOT 15.04, BLOCK 61
APPLICATION NO. 98-106**

WHEREAS, Rebecca E. Perna (hereinafter known as the "Applicant") filed an application on or about October 21, 1998 with the Knowlton Township Planning Board (hereinafter known as the "Planning Board") on or about October 21, 1998, for the approval of an accessory apartment to be utilized for the purposes of low and/or moderate income housing in compliance with standards of the New Jersey Council on Affordable Housing; and

WHEREAS, the application was deemed incomplete on November 23, 1998; and

WHEREAS, the application was deemed complete with certain completeness waivers on December 22, 1998; and

WHEREAS, a public hearing was held on December 22, 1998, notice being required, at which time the Planning Board rendered its decision on the application in accordance with the requirements of N.J.S.A. 40:55D-10(g); and

WHEREAS, it has been determined that the Applicant has complied with all of the rules, regulations and requirements of the Planning Board and that all of the required provisions of compliance have been filed with the Planning Board; and

WHEREAS, the Planning Board has received as part of the hearing process the following testimony and documentary evidence submitted by the Applicant and its Consultants, the Planning Board Staff, and members of the public:

The Applicant submitted two sheets, consisting of one hand-drawn floor plan entitled "Plan - Exist. Garages & Office To 1 Bedroom Apt.," which was undated and

unsigned; as well as one sheet consisting of a photocopy of a portion of an unnamed and undated prior survey depicting the house, garage and barn on the subject property.

The Applicant testified that it intended to remodel an existing two-car garage and turn it into an accessory apartment that would qualify as a low and/or moderate income housing unit pursuant to the regulations of the Council on Affordable Housing and the provisions of the local land development ordinance. The Applicant indicated that the proposed apartment and the primary residence on the site share a septic system.

The Board Engineer provided a written report to the Board dated November 20, 1998.

AND WHEREAS, the Planning Board, in reviewing the foregoing testimony and documentary evidence, makes the following findings of fact and conclusions:

The application seeks to convert an existing, detached, two-car garage, whose two bays are currently used for an office and a garage bay, into an apartment. The resulting apartment would contain 576 square feet. Attached to this resulting apartment in the remaining portion of the structure is a four bay garage, which is currently utilized as a workshop.

The property is located in the FP zone. Accessory apartments are a conditional use in the FP zone, pursuant to Knowlton Ordinance section 11-300.G.(2). In order to qualify for an accessory apartment use, the subject site must meet all qualifications and conditions set forth in Knowlton Ordinance Section 11-300.G.(3). The Applicant has demonstrated that it has, or shall, as a condition of approval, meet all of the qualifications pursuant to Knowlton Ordinance Section 11-300.G.(3).

The Applicant must demonstrate that a shared septic system between the residence and the apartment is acceptable to the Warren County Health Department. The

Applicant should revise its plans to include separate entrance and exit doors, and to further depict which portions of the existing structure shall continue to be used as a garage. The Applicant shall ensure that adequate parking spaces are provided for the accessory apartment. The Applicant must, in order to maintain approval for this accessory apartment, comply with all applicable Council on Affordable Housing rules regarding rental terms and availability of apartment.

The cost of the application shall be borne by Knowlton Township, pursuant to Ordinance section 11-300.G.(3)(14).

The lot size and dimensional requirements are in accordance with the FP zone. No further encroachment into any yard setback is required by this application.

The size of the proposed accessory apartment, approximately 576 square feet, is less than the maximum size of 850 square feet that is permitted by Ordinance section 11-300.G.(6), and does not consist of more than 35% of the total square footage of the home.

NOW, THEREFORE, BE IT RESOLVED that the Planning Board of the Township of Knowlton does hereby grant approval of an accessory apartment to the Applicant. This approval is subject to the following terms and conditions:

1. This approval is subject to the payment of all taxes.
2. The Applicant must receive written approval from the Warren County Health Department that confirms that the septic arrangement at the site for the accessory apartment is in compliance with all applicable rules and regulations.
3. The Applicant shall revise the submitted plans as follows:
 - a. Depict entrance and exit doors to apartment;
 - b. Place a note on plans to delineate what portion of structure is remaining as a garage use;
 - c. Provide a complete copy of the existing survey of the property.

4. The Applicant shall comply with all applicable local ordinance regulations regarding use and maintenance of an accessory apartment, including, but not limited to the following:

- a. There shall be no more than one accessory apartment per single-family dwelling on the subject property;
- b. The structures shall be in full compliance with all applicable health and construction codes;
- c. Each accessory apartment will be no larger than 850 square feet and may not occupy more than 35% of the total square footage of the home;
- d. Each accessory apartment will have a minimum of two rooms and provide living, sleeping, cooking and bathroom facilities. Direct access to the outside or a hall with direct access to the outside may be provided. The egress door will not alter the character of the exterior facade of the house;
- e. The occupant of the accessory apartment must meet the established income limitations of the low or moderate guidelines for Knowlton Township;
- f. The owner must submit an affidavit of continuing use every two years;
- g. There will be no more than two additional parking spaces for the accessory apartment and these spaces shall not change the facade of the property;
- h. The owner must demonstrate that the accessory apartment is to be rented to and occupied by households meeting COAH's affordable housing criteria;
- i. The operation and use of the accessory apartment for COAH purposes shall not impair the character and integrity of the residential zone;
- j. Thirty-year affordability controls shall be imposed via deed restriction or other instrument acceptable to the Township Attorney and the Council on Affordable housing;
- k. The rent for the accessory apartment shall be consistent with COAH rules.

5. The Applicant shall relocate its stored equipment in order to provide up to two parking spaces for the accessory apartment without changing the facade of the structure.

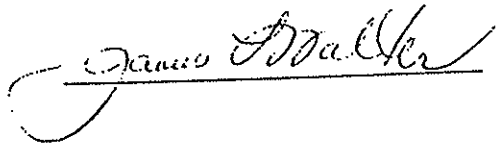
6. If, at any time, the accessory apartment ceases to be utilized as a COAH apartment and/or the Applicant and/or owner fails to comply with the above conditions, the

accessory apartment shall thereupon cease to be an approved use.

7. This approval is subject to the approval of all outside agencies empowered with jurisdiction over this matter, including but not limited to the Warren County Health Department and the New Jersey Council on Affordable Housing.

8. The foregoing conditions shall be satisfied within 90 days of memorialization of this action unless otherwise noted. Failure on the part of the Applicant to comply with this timing shall result in a referral of this matter back to the Planning Board for a determination that the approval is deemed null and void.

The undersigned does hereby certify that the foregoing is a true copy of the action taken by the Planning Board of the Township of Knowlton at its regular meeting of January 26, 1999.


James Walker

G. [Added 10-14-1997 by Ord. No. 97-12] Accessory apartments. Accessory apartments shall meet the following requirements:

- (1) The application is submitted to the Planning Board and must include the following:
 - (a) Name and address of owner.
 - (b) Name, address, date of birth and income verification of the proposed occupant of the accessory unit (if known).
 - (c) Floor plan or sketch.
 - (d) Current property survey.
- (2) Accessory apartments shall be allowed in all residential zones.
- (3) The minimum lot size and dimensional requirements shall be in accordance with the zone in which the property is located for accessory apartments constructed in new dwellings. Accessory dwellings may be created in existing single-family residences or existing accessory buildings, provided that no further encroachment into any required yard is created.
- (4) There shall be no more than one accessory apartment per single-family dwelling on each lot.
- (5) The structures shall be in full compliance with all applicable health and construction codes.
- (6) Each accessory apartment will be no larger than 850 square feet. It may not occupy more than 35% of the total square footage of the home.
- (7) Each accessory apartment will have a minimum of two rooms and provide living, sleeping, cooking and bathroom facilities. Direct access to the outside or a hall with direct access to the outside may be provided. The egress door will not alter the character of the exterior facade of the house.
- (8) The occupant must meet the established income limitations of the low or moderate guidelines for Knowlton.
- (9) The owner must submit an affidavit of continuing use every two years.
- (10) There will be no more than two additional parking spaces per unit provided by the owner. Such additional spaces shall not change the facade of the property.
- (11) Knowlton acknowledges the need to provide its fair share of housing for low- and moderate-income households. Any property owner applying for an accessory apartment under this section must affirmatively demonstrate that the accessory apartment is to be rented to and occupied by households meeting COAH's affordable housing criteria. With the proper safeguards, the above purposes can be served without impairing the character and integrity of residential zones and without depreciating property values.
- (12) Thirty-year affordability controls shall be imposed via a deed restriction or other instrument acceptable to the Township Attorney and the Council on Affordable Housing.
- (13) Accessory apartment rents shall be consistent with COAH rules.
- (14) Notwithstanding language contained in Part IV, Article 20, of this chapter, no application or escrow fees shall be charged to applicants for accessory apartments. The cost for said application shall be borne by the municipality.

Block: 61 Prop Loc: 60 KNOWLTON RD Owner: PERNA, VINCENT J & REBECCA E Square Ft: 0
Lot: 15.04 District: 2113 KNOWLTON Street: 60 KNOWLTON RD Year Built:
Qual: Class: 3A City State: COLUMBIA, N.J. 07832 Style:

Additional Information
Prior Block: Acct Num: 00012077 Addl Lots: EPL Code: 0 0 0
Prior Lot: Mtg Acct: Land Desc: 1.00 AC. Statute:
Prior Qual: Bank Code: 1175 Bldg Desc: 2SF-3G-BARN Initial: 000000 Further: 000000
Updated: 08/01/97 Tax Codes: Class4Cd: 0 Desc:
Zone: FPD Map Page: 11 Acreage: 1 Taxes: 8194.23 / 0.00

Sale Information
Sale Date: 07/10/87 Book: 1042 Page: 57 Price: 565000 NU#: 0

Sr1a	Date	Book	Page	Price	NU#	Ratio	Grantee
TAX-LIST-HISTORY							
Owner Information		Land/Imp/Tot		Exemption	Assessed		

2007 PERNA, VINCENT J & REBECCA E 45100 0 275900
60 KNOWLTON RD 230800
COLUMBIA, N.J. 07832 275900

2005 PERNA, VINCENT J & REBECCA E 45100 0 275900
60 KNOWLTON RD 230800
COLUMBIA, N.J. 07832 275900

Block: 61

Prop Loc: 60 KNOWLTON RD

Owner: PERNA, VINCENT J & REBECCA E

Square Ft: 0

Lot: 15.04

District: 2113 KNOWLTON

Street: 60 KNOWLTON ROAD

Year Built:

Qual: QFARM

Class: 3B

City State: COLUMBIA, N.J. 07832

Style:

Additional Information			
Prior Block:	Acct Num:	Addl Lots:	EPL Code: 0 0 0
Prior Lot:	Mtg Acct:	Land Desc: 19.81 AC.	Statute:
Prior Qual:	Bank Code: 0	Bldg Desc:	Initial: 000000 Further: 000000
Updated: 02/15/00	Tax Codes:	Class4Cd: 0	Desc:
Zone:	Map Page:	Acreage: 19.81	Taxes: 258.39 / 0.00

Sale Information					
Sale Date: 00/00/00	Book:	Page:	Price: 0	NU#: 0	
Sr1a	Date	Book	Page	Price	NU#
TAX-LIST-HISTORY					
Year	Owner Information		Land/Imp/Tot	Exemption	Assessed

2007	PERNA, VINCENT J & REBECCA E	8700	0	8700	
	60 KNOWLTON ROAD	0			
	COLUMBIA, N.J. 07832	8700			
2005	PERNA, VINCENT J & REBECCA E	8700	0	8700	
	60 KNOWLTON ROAD	0			
	COLUMBIA, N.J. 07832	8700			

APPENDIX H

SUPPORTIVE HOUSING 1

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

(Submit separate checklist for each site or project)

General Description

Municipality/County: Knowlton Township, Warren County

Project or Program Name: ARC Group Home 1

Date facility will be constructed or placed into service: 2015

Type of facility: Group Home

For group homes, residential health care facilities and supportive shared housing:

Affordable bedrooms proposed: 8 Age-restricted affordable bedrooms: 0

For permanent supportive housing:

Affordable units proposed: 0 Age-restricted affordable units: 0

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5: _____

Rental bonuses as per N.J.A.C. 5:97-3.6(a): _____

Very low income bonuses as per N.J.A.C. 5:97-3.7¹: _____

Compliance bonuses as per N.J.A.C. 5:97-3.17: _____

Date development approvals granted: _____

Information and Documentation Required with Petition or in Accordance with an Implementation Schedule

Is the municipality providing an implementation schedule for this project/program.

- ☒ Yes. Skip to and complete implementation schedule found at the end of this checklist.
NOTE: The remainder of this checklist must be submitted in accordance with the
implementations schedule.
- ☐ No. Continue with this checklist.

- ☒ Project/Program Information & Unit Inventory Forms (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☐ in lieu of submitting forms.)
- ☐ Demonstration of site control or the ability to control the site, in the form of outright ownership, a contract of sale or an option to purchase the property

A general description of the site, including:

- ☐ Name and address of owner
- ☐ Name and address of developer
- ☐ Subject property street location
- ☐ Subject property block(s) and lot(s)
- ☐ Subject property total acreage
- ☐ Indicate if urban center or workforce housing census tract
- ☐ Description of previous zoning
- ☐ Current zoning and date current zoning was adopted
- ☐ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☐ Description of surrounding land uses
- ☐ Demonstration that the site has street access
- ☐ Planning Area and/or Special Resource Area designation(s) e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☐ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☐ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site

- ☐ Based on the above, a quantification of buildable and non-buildable acreage
- ☐ Pro-forma statement for the project
- ☐ RFP or Developer's Agreement
- ☐ Construction schedule and timetable for each step in the development process
- ☐ Documentation of funding sources
- ☐ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall

Information and Documentation Required Prior to Marketing the Completed Units or Facility

- ☐ For units not exempt from UHAC, an affirmative marketing plan in accordance with N.J.A.C. 5:97-6.10(c)
- ☐ If applicable, proof that the supportive and/or special needs housing is regulated by the New Jersey Department of Health and Senior Services, the New Jersey Department of Human Services or another State agency (including validation of the number of bedrooms or units in which low- or moderate-income occupants reside)

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

IMPLEMENTATION SCHEDULE

The implementation schedule sets forth a detailed timetable that demonstrates a "realistic opportunity" as defined under N.J.A.C. 5:97-1.4 and a timetable for the submittal of all information and documentation required by N.J.A.C. 5:97-6.

The timetable, information, and documentation requested below are required components of the implementation schedule.

Please note that all information and documentation requested below is required to be submitted to COAH no later than two years prior to the scheduled implementation of the mechanism. The fully completed checklist from above must be submitted at that time.

PROVIDE THE INFORMATION REQUESTED IN THE SECTIONS BELOW

(A) Development schedule, including, but not limited to, the following:

Development Process Action	Date Anticipated to Begin	Date Anticipated to be Completed	Date Supporting Documentation to be Submitted to COAH
Site Acquisition	10/1/2013	1/1/2014	1/1/2014
RFP Process	1/1/2014	6/1/2014	6/1/2014

Developer Selection	1/1/2014	6/1/2014	6/1/2014
Executed Agreement with provider, sponsor or developer	1/1/2014	6/1/2014	6/1/2014
Development Approvals	1/1/2014	6/1/2014	6/1/2014
Contractor Selection	6/1/2014	10/1/2014	10/1/2014
Building Permits	10/1/2014	12/1/2014	12/1/2014
Construction	12/1/2014	6/1/2015	6/1/2015
Occupancy	6/1/2015	6/1/2015	10/1/2015

Supportive/Special Needs Narrative Section

The Township of Knowlton has previously worked with The ARC, Warren County Chapter, Inc., to create a 6-bedroom group home for developmentally disabled individuals with construction capital secured through the US Department of HUD's Section 811 program. The Township anticipates continued partnership with ARC Warren to develop a 6-bedroom group home for individuals eligible for New Jersey Division of Developmental Disabilities services, very-low income and have a developmental disability. It is also anticipated that the individuals in the proposed group home will be eligible for the Township'd proposed affordability assistance funds, if and as necessary.

The site location has not yet been selected, and the project is proposed in 2014-2015. The Township intends to begin the site selection process in the later half of 2013 and have units ready for occupancy by later half of 2015. The project is included in the Spending Plan attached as Appendix J. All required schedule and implementation documentation for the project will be submitted prior to construction. Information regarding the administrative agent, operating manual and marketing plan will aslo be submitted prior to occupancy.

¹ Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

PROJECT / PROGRAM INFORMATION FORM

Changes to the highlighted areas are to be made directly into the CTM system. Fields highlighted in grey will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: Township of Knowlton County: Warren County

Project or Program Name: ARC Group Home 1

Project Status (circle current status and enter date of action for that status) Status Date

Proposed/Zoned

Proposed - 2015

Preliminary Approval

Final Approval

Affordable Units under Construction

Completed (all affordable certificates of occupancy (C.O.) issued)

Deleted from Plan

(date approved by COAH) _____)

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility

Alternative Living Arrangement

Accessory Apartment

Market to Affordable

Credits without Controls

ECHO

100 Percent Affordable

Inclusionary

Rehabilitation

Redevelopment

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site

Units constructed off-site

Combination

Contributory

Growth Share Ordinance

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless

Residential Health Care Facility

Congregate Living Facility

Group Home

Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)

Permanent Supportive Housing (unit credit)

Supportive Shared Living Housing (bedroom credit)

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 Round 3

Project Address: Not decided

Project Block/Lot/Qualifier (list all)

Project Acreage: Density: Set Aside:

Project Sponsor: (circle one) Municipally Developed Nonprofit Developed Private Developer

Project Sponsor name:

Project Developer name:

Planning Area (circle all that apply)

1 2 3 4 4B 5 5B

Highland Preservation Highlands Planning Area Pinelands Meadowlands

CAFRA Category I Watershed

Credit Type

Prior-cycle (1980 – 1986) Post-1986 completed Proposed/Zoned Rehabilitation

Credit Sub-Type (if applicable)

Addressing Unmet Need Extension of Controls

Construction Type (circle one) New (includes reconstruction and conversions) Rehabilitation

Flags (circle all that apply) 3.1 Phased Durational Adjustment Conversion Court Project

Density Increase Granted Mediated Project Overlay Zone Result of Growth Share Ordinance

High Poverty Census Tract Off-Site Partnership Project RCA Receiving Project

Reconstruction Part of Redevelopment Plan

Project Waiver granted yes no Round waiver was granted R1 R2 R3

Type of Waiver

Number of market units proposed Number of market units completed

Number of market units with certificates of occupancy issued after 1/1/2004

Number of affordable units under construction

Condo Fee percentage (if applicable)

Affordability Average Percentage ¹

¹ "Affordability Average" means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site _____

Number of affordable units created with payment _____

Municipal or RCA funds committed to project _____

Municipal or RCA funds expended _____

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202

HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family

UDAG UHORP USDA-FHA Rural Development USDA-FHA - Section 515 Development Fees

Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding

Balanced Housing Balanced Housing – Home Express DCA – Low Income House Tax Credit NPP

DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit

HMFA HMFA HOME MONI Section 8 Small Cities Other _____

Effective date of affordability controls 2015Length of Affordability Controls (in years) _____ or Perpetual

Administrative Agent _____

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

If Yes

of deed restricted units removed _____

of moderate income units removed _____

of low income units removed _____

of very low income units removed _____

of rental units removed _____

of for-sale units removed _____

of one-bedroom units removed _____

of two-bedroom units removed _____

of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted 6 Sales 0 Rentals 6 Total age-restricted 0 Sales 0 Rentals 0

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	_____
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
35% = greater than 30 percent and less than or equal to 35 percent of median income
50% = greater than 35 percent and less than or equal to 50 percent of median income
80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project _____

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls _____

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For Approved Regional Contribution Agreements (RCA)

Sending Municipality _____ County _____

RCA Receiving Municipality _____ County _____

COAH approval date _____

Number of units transferred _____ Cost per unit _____

Total transfer amount _____ Amount transferred to date _____

For Partnership Program

Sending Municipality _____ County _____

Partnership Receiving Municipality _____ County _____

Name of Project _____

Credits for Sending Municipality _____

Total transfer amount _____ Amount transferred to date _____

Summary of Sending Municipality's contractual agreement with Partnership Receiving Municipality

APPENDIX I

SUPPORTIVE HOUSING 2

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

(Submit separate checklist for each site or project)

General Description

Municipality/County: Knowlton Township, Warren County

Project or Program Name: ARC Group Home 2

Date facility will be constructed or placed into service: 2017

Type of facility: Group Home

For group homes, residential health care facilities and supportive shared housing:

Affordable bedrooms proposed: 8 Age-restricted affordable bedrooms: 0

For permanent supportive housing:

Affordable units proposed: Age-restricted affordable units:

Bonuses, if applicable:

Rental bonuses as per N.J.A.C. 5:97-3.5:

Rental bonuses as per N.J.A.C. 5:97-3.6(a):

Very low income bonuses as per N.J.A.C. 5:97-3.7¹:

Compliance bonuses as per N.J.A.C. 5:97-3.17:

Date development approvals granted:

Information and Documentation Required with Petition or in Accordance with an

Implementation Schedule

Is the municipality providing an implementation schedule for this project/program.

- ☒ Yes. Skip to and complete implementation schedule found at the end of this checklist.
NOTE: The remainder of this checklist must be submitted in accordance with the
implementations schedule.
- ☐ No. Continue with this checklist.

- ☒ Project/Program Information & Unit Inventory Forms (previously known as Project/Program Monitoring Form. If relying on previously submitted 2007 monitoring and/or subsequent CTM update, also check here ☐ in lieu of submitting forms.)
- ☐ Demonstration of site control or the ability to control the site, in the form of outright ownership, a contract of sale or an option to purchase the property

A general description of the site, including:

- ☐ Name and address of owner
- ☐ Name and address of developer
- ☐ Subject property street location
- ☐ Subject property block(s) and lot(s)
- ☐ Subject property total acreage
- ☐ Indicate if urban center or workforce housing census tract
- ☐ Description of previous zoning
- ☐ Current zoning and date current zoning was adopted
- ☐ Tax maps showing the location of site(s) with legible dimensions (electronic if available)

A description of the suitability of the site, including:

- ☐ Description of surrounding land uses
- ☐ Demonstration that the site has street access
- ☐ Planning Area and/or Special Resource Area designation(s) e.g., PA1, PA2, PA3, PA4, PA5, CAFRA, Pinelands, Highlands, Meadowlands, etc., including a discussion on consistency with the State Development and Redevelopment Plan (SDRP) and/or other applicable special resource area master plans
- ☐ Demonstration that there is or will be adequate water capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4
- ☐ Demonstration that there is or will be adequate sewer capacity per N.J.A.C. 5:97-1.4 or that the site is subject to a durational adjustment per N.J.A.C. 5:97-5.4

A description (including maps if applicable) of any anticipated impacts that result from the following environmental constraints:

- ☐ Wetlands and buffers
- ☐ Steep slopes
- ☐ Flood plain areas
- ☐ Stream classification and buffers
- ☐ Critical environmental site
- ☐ Historic or architecturally important site/district
- ☐ Contaminated site(s); proposed or designated brownfield site

- ☐ Based on the above, a quantification of buildable and non-buildable acreage
- ☐ Pro-forma statement for the project
- ☐ RFP or Developer's Agreement
- ☐ Construction schedule and timetable for each step in the development process
- ☐ Documentation of funding sources
- ☐ Municipal resolution appropriating funds from general revenue or a resolution of intent to bond in the event of a funding shortfall

Information and Documentation Required Prior to Marketing the Completed Units or Facility

- ☐ For units not exempt from UHAC, an affirmative marketing plan in accordance with N.J.A.C. 5:97-6.10(c)
- ☐ If applicable, proof that the supportive and/or special needs housing is regulated by the New Jersey Department of Health and Senior Services, the New Jersey Department of Human Services or another State agency (including validation of the number of bedrooms or units in which low- or moderate-income occupants reside)

SUPPORTIVE AND SPECIAL NEEDS HOUSING (N.J.A.C. 5:97-6.10)

IMPLEMENTATION SCHEDULE

The implementation schedule sets forth a detailed timetable that demonstrates a "realistic opportunity" as defined under N.J.A.C. 5:97-1.4 and a timetable for the submittal of all information and documentation required by N.J.A.C. 5:97-6.

The timetable, information, and documentation requested below are required components of the implementation schedule.

Please note that all information and documentation requested below is required to be submitted to COAH no later than two years prior to the scheduled implementation of the mechanism. The fully completed checklist from above must be submitted at that time.

PROVIDE THE INFORMATION REQUESTED IN THE SECTIONS BELOW

(A) Development schedule, including, but not limited to, the following:

Development Process Action	Date Anticipated to Begin	Date Anticipated to be Completed	Date Supporting Documentation to be Submitted to COAH
Site Acquisition	10/1/2015	1/1/2016	1/1/2016
RFP Process	1/1/2016	6/1/2016	6/1/2016

Developer Selection	1/1/2016	6/1/2016	6/1/2016
Executed Agreement with provider, sponsor or developer	1/1/2016	6/1/2016	6/1/2016
Development Approvals	1/1/2016	6/1/2016	6/1/2016
Contractor Selection	6/1/2016	10/1/2016	10/1/2016
Building Permits	10/1/2016	12/1/2106	12/1/2016
Construction	12/1/2016	6/1/2017	6/1/2017
Occupancy	6/1/2017	6/1/2017	10/1/2017

Supportive/Special Needs Narrative Section

The Township of Knowlton has previously worked with The ARC, Warren County Chapter, Inc., to create a 6-bedroom group home for developmentally disabled individuals with construction capital secured through the US Department of HUD's Section 811 program. The Township anticipates continued partnership with ARC Warren to develop an 8-bedroom group home for individuals eligible for New Jersey Division of Developmental Disabilities services, very-low income and have a developmental disability. It is also anticipated that the individuals in the proposed group home will be eligible for the Township'd proposed affordability assistance funds, if and as necessary.

The site location has not yet been selected, and the project is proposed in 2016-2017. The Township intends to begin the site selection process in the later half of 2015 and have units ready for occupancy by later half of 2017. The project is included in the Spending Plan attached as Appendix J. All required schedule and implementation documentation for the project will be submitted prior to construction. Information regarding the administrative agent, operating manual and marketing plan will aslo be submitted prior to occupancy.

¹ Pursuant to PL 2008 c.46, Very Low-Income bonuses may only be granted for very low-income units that exceed 13 percent of the of the housing units made available for occupancy by low-income and moderate income households.

PROJECT / PROGRAM INFORMATION FORM

Changes to the highlighted areas are to be made directly into the CTM system. Fields highlighted in grey will be added to the CTM screen in January. All other changes must be made on the form and submitted to COAH.

PART A – PROJECT HEADER

Municipality: Township of Knowlton County: Warren County

Project or Program Name: ARC Group Home 2

Project Status (circle current status and enter date of action for that status) Status Date

Proposed/Zoned	Proposed - 2017
Preliminary Approval	_____
Final Approval	_____
Affordable Units under Construction	_____
Completed (all affordable certificates of occupancy (C.O.) issued)	_____
Deleted from Plan (date approved by COAH) _____)	_____

Mechanisms - Project / Program Type (circle one)

Assisted Living Facility	<u>Alternative Living Arrangement</u>	Accessory Apartment
Market to Affordable	Credits without Controls	ECHO 100 Percent Affordable
Inclusionary	Rehabilitation	Redevelopment

If an Inclusionary project, identify subtype (circle all that apply)

Units constructed on-site	Units constructed off-site	Combination	Contributory
Growth Share Ordinance			

If an Alternative Living Arrangement project, identify subtype (circle one)

Transitional Facility for the Homeless	Residential Health Care Facility	Congregate Living Facility
<u>Group Home</u>	Boarding Homes (A through E) (only eligible for credit for 1987-99 plans)	
Permanent Supportive Housing (unit credit)	Supportive Shared Living Housing (bedroom credit)	

PART B – PROJECT DETAIL (Complete all applicable sections)

COAH Rules that apply to project: Round 1 Round 2 Round 3

Project Address: Not decided _____

Project Block/Lot/Qualifier (list all) _____

Project Acreage: _____ Density: _____ Set Aside: _____

Project Sponsor: (circle one) Municipally Developed Nonprofit Developed Private Developer

Project Sponsor name: _____

Project Developer name: _____

Planning Area (circle all that apply)

1 2 3 4 4B 5 5B

Highland Preservation Highlands Planning Area Pinelands Meadowlands

CAFRA Category 1 Watershed

Credit Type

Prior-cycle (1980 – 1986) Post-1986 completed Proposed/Zoned Rehabilitation

Credit Sub-Type (if applicable)

Addressing Unmet Need Extension of Controls

Construction Type (circle one) New (includes reconstruction and conversions) Rehabilitation

Flags (circle all that apply) 3.1 Phased Durational Adjustment Conversion Court Project

Density Increase Granted Mediated Project Overlay Zone Result of Growth Share Ordinance

High Poverty Census Tract Off-Site Partnership Project RCA Receiving Project

Reconstruction Part of Redevelopment Plan

Project Waiver granted yes no Round waiver was granted R1 R2 R3

Type of Waiver _____

Number of market units proposed _____ Number of market units completed _____

Number of market units with certificates of occupancy issued after 1/1/2004 _____

Number of affordable units under construction _____

Condo Fee percentage (if applicable) _____

Affordability Average Percentage ¹ _____

¹ "Affordability Average" means an average of the percentage of median income at which restricted units in an affordable development are affordable to low and moderate-income households.

For Contributory or Combination Sites

Total payment in lieu of building affordable units on site _____

Number of affordable units created with payment _____

Municipal or RCA funds committed to project _____

Municipal or RCA funds expended _____

Funding Sources (circle all that apply)

County HOME County Rehab Funds CDBG Federal Home Loan Bank HODAG HUD HUD 202

HUD 236 HUD 811 HUD HOPE VI HUD HOME McKinney Funds Fannie Mae Multi-Family

UDAG UHORP USDA-FHA Rural Development USDA-FHA - Section 515 Development Fees

Municipal Bond Municipal Funds Payment in Lieu Private Financing RCA Capital Funding

Balanced Housing Balanced Housing – Home Express DCA – Low Income House Tax Credit NPP

DCA Shelter Support Services DDD DHSS DHHS HMFA Low Income House Tax Credit

HMFA HMFA HOME MONI Section 8 Small Cities Other _____

Effective date of affordability controls 2017

Length of Affordability Controls (in years) _____ or Perpetual

Administrative Agent _____

For Redevelopment Projects

Does this project require deed restricted units to be removed? Yes No

If Yes

of deed restricted units removed _____

of moderate income units removed _____

of low income units removed _____

of very low income units removed _____

of rental units removed _____

of for-sale units removed _____

of one-bedroom units removed _____

of two-bedroom units removed _____

of three-bedroom units removed _____

PART C – COUNTS

Affordable Unit Counts

Total non-age-restricted 8 Sales 0 Rentals 8 Total age-restricted 0 Sales 0 Rentals 0

Complete the chart for the number of non-age-restricted and age-restricted units that are **restricted** for the following income categories (do not report on the income levels of residents currently residing in the units)

<u>Low Income</u>	<u>Non-age restricted</u>	<u>Age-restricted</u>
30% of median income ²	_____	_____
35% of median income ³	_____	_____
50% of median income	_____	_____
<u>Moderate Income</u>		
80% of median income	_____	_____

Note: 30% = less than or equal to 30 percent of median income
35% = greater than 30 percent and less than or equal to 35 percent of median income
50% = greater than 35 percent and less than or equal to 50 percent of median income
80% = greater than 50 percent and less than 80 percent of median income

Bedroom Distribution of Affordable Units

Sale units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____
Rental units	efficiency low	_____	1 bedroom low	_____	2 bedroom low	_____	3 bedroom low	_____
	efficiency mod	_____	1 bedroom mod	_____	2 bedroom mod	_____	3 bedroom mod	_____

Completed Units

Number of affordable units completed in this project _____

Number of affordable units in this project lost through foreclosures, illegal sale or expired affordability controls _____

² Pursuant to N.J.A.C. 5:97-3.7 units deed restricted to households earning 30% or less of median income may be eligible for Bonus Credit for Very-Low Income Units. (RCA receiving units not eligible for bonus credits)

³ Pursuant to N.J.A.C. 5:80-26.3(d) At least 10 percent of all low- and moderate-income rental units must be deed restricted to households earning no more than 35 percent of median income

PART D - (completed by Sending Municipality)

For Approved Regional Contribution Agreements (RCA)

Sending Municipality _____ County _____

RCA Receiving Municipality _____ County _____

COAH approval date _____

Number of units transferred _____ Cost per unit _____

Total transfer amount _____ Amount transferred to date _____

For Partnership Program

Sending Municipality _____ County _____

Partnership Receiving Municipality _____ County _____

Name of Project _____

Credits for Sending Municipality _____

Total transfer amount _____ Amount transferred to date _____

Summary of Sending Municipality's contractual agreement with Partnership Receiving Municipality

APPENDIX J

SPENDING PLAN

RESOLUTION NO.

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF KNOWLTON REQUESTING COAH TO REVIEW AND APPROVE THE TOWNSHIP'S DRAFT SPENDING PLAN

WHEREAS, the Governing Body of the Township of Knowlton, County of Warren petitioned the Council on Affordable Housing (COAH) for substantive certification on December 30, 2008; and

WHEREAS, the Township of Knowlton received approval from COAH on September 28, 2000 of its development fee ordinance; and

WHEREAS, the development fee ordinance establishes an affordable housing trust fund that may include funds collected from development fees, payments from developers in lieu of constructing affordable units on-site, barrier free escrow funds, rental income, repayments from affordable housing program loans, recapture funds, proceeds from the sale of affordable units, and/or other funds collected in connection with the Township's affordable housing program; and

WHEREAS, N.J.A.C. 5:97-8.1(d) requires a municipality with an affordable housing trust fund to receive approval of a spending plan from COAH prior to spending any of the funds in its housing trust fund; and

WHEREAS, N.J.A.C. 5:97-8.10 requires a spending plan to include the following:

1. A projection of revenues anticipated from imposing fees on development, based on pending, approved and anticipated developments and historic development activity;
2. A projection of revenues anticipated from other sources, including payments in lieu of constructing affordable units on sites zoned for affordable housing, funds from the sale of units with extinguished controls, proceeds from the sale of affordable units, rental income, repayments from affordable housing program loans, and interest earned;
3. A description of the administrative mechanism that the municipality will use to collect and distribute revenues;
4. A description of the anticipated use of all affordable housing trust funds pursuant to N.J.A.C. 5:97-8.7, 8.8, and 8.9;
5. A schedule for the expenditure of all affordable housing trust funds;
6. If applicable, a schedule for the creation or rehabilitation of housing units;
7. A pro-forma statement of the anticipated costs and revenues associated with the development if the municipality envisions supporting or sponsoring public sector or non-profit construction of housing; and

8. A plan to spend the trust fund balance as of July 17, 2008 within four years of the Council's approval of the spending plan, or in accordance with an implementation schedule approved by the Council;

9. A plan to spend and/or contractually commit all development fees and any payments in lieu of construction within three years of the end of the calendar year in which funds are collected, but no later than the end of third round substantive certification period;

10. The manner through which the municipality will address any expected or unexpected shortfall if the anticipated revenues from development fees are not sufficient to implement the plan; and

11. A description of the anticipated use of excess affordable housing trust funds, in the event more funds than anticipated are collected, or projected funds exceed the amount necessary for satisfying the municipal affordable housing obligation.

WHEREAS, the Township of Knowlton has prepared a spending plan consistent with N.J.A.C. 5:97-8.10 and P.L. 2008, c.46.

NOW THEREFORE BE IT RESOLVED that the Governing Body of the Township of Knowlton, County of Warren requests that COAH review and approve Knowlton's draft spending plan.

Mayor, Township of Knowlton
Township Committee

I, _____, Township Clerk of the Township of Knowlton, do hereby certify that the above is a true copy of a resolution adopted by the Township Committee at a meeting held on December _____, 2008.

Township Clerk, Township of Knowlton

Township of Knowlton: Affordable Housing Trust Fund Spending Plan

Introduction

The Township of Knowlton, Warren County, has prepared a Housing Element and Fair Share plan that addresses its regional fair share of the affordable housing need in accordance with the Municipal Land Use Law (N.J.S.A. 40:55D-1 et seq.), the Fair Housing Act (N.J.S.A. 52:27D-301) and the regulations of the Council on Affordable Housing (COAH) (N.J.A.C. 5:97-1 et seq. and N.J.A.C. 5:96-1 et seq.). A development fee ordinance (Ord. No. 00-3) creating a dedicated revenue source for affordable housing was adopted by the municipality on April 10, 2000. The ordinance establishes the Township of Knowlton affordable housing trust fund for which this spending plan is prepared.

As of July 31, 2008, the Township of Knowlton had a balance of \$96,152 in its Affordable Housing Trust Fund. All development fees, payments in lieu of constructing affordable units on site, funds from the sale of units with extinguished controls, and interest generated by the fees are deposited in a separate interest-bearing affordable housing trust fund in First Hope Bank for the purposes of affordable housing. These funds shall be spent in accordance with N.J.A.C. 5:97-8.7-8.9 as described in the sections that follow.

1. REVENUES FOR CERTIFICATION PERIOD

To calculate a projection of revenue anticipated during the period of third round substantive certification, Township of Knowlton considered the following:

(a) Development fees:

Knowlton Township currently has a development fee ordinance that has been in place since April 2000. The ordinance requires that all new residential development pay a fee to 1/2 of 1 % of the equalized assessed value of the residential development and that all new non-residential development pay a fee equal to 1% of the equalized assessed value of the development. In both residential and non-residential development, if any development is approved with a "d" variance, the additional residential units or additional floor area realized as a result of the "d" variance approval incurs a bonus development fee of six percent of the equalized assessed value.

The Township proposes to raise the development fees from ½ of one percent of equalized assessed value for residential and one percent of equalized assessed value for non-residential to one and one half percent (1.5%) of equalized assessed value for

residential and two and one half percent (2.5%) of equalized assessed value for non-residential development in order to meet current COAH regulations.

The revenue from development fees includes:

1. Residential and nonresidential projects which have had development fees imposed upon them at the time of preliminary or final development approvals;
2. All projects currently before the planning and zoning boards for development approvals that may apply for building permits and certificates of occupancy; and
3. Future development that is likely to occur.

(b) Payment in lieu (PIL):

The current zoning ordinance of the Township of Knowlton does not contain specific clauses or zoning regulations that require developers to provide on-site affordable units. Therefore, no payments in lieu are anticipated.

(c) Phased Bonding:

The Township shall issue public bonds for the two proposed group homes. The bonding for Group Home 1 is proposed to begin January 1, 2015 for an approximate amount of \$120,000. The bonding for Group Home 2 is proposed to begin January 1, 2017 for an approximate amount of \$160,000.

(d) Other funding sources:

The Township currently has an active rehabilitation program and expects to secure continued funding through the Small Cities Grant for rehabilitation. The Township has a remaining rehabilitation obligation of 11 units, and would request \$110,000 for the 10-year period at approximately \$10,000 per unit.

(d) Projected interest:

The Township's affordable housing fund currently earns interest at an average interest rate of 1.06 %. The projected interest on the current and projected revenues from development fees for the period August 1, 2008 to December 31, 2018 is approximately \$22,691.

Projected Revenues-Housing Trust Fund - August 1, 2008 - 2018

SOURCE OF FUNDS	8/1/08 - 12/31/08	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	Total
(a) Development fees:												
1. Approved Development												\$0
2. Development Pending Approval												\$0
3. Projected Development												\$0
Other (single-family permits)	\$1,960	\$94,875	\$82,500	\$103,125	\$82,500	\$103,125	\$103,125	\$103,125	\$103,125	\$103,125	\$103,125	\$983,710
Other (B-Office)		\$0	\$10,500	\$0	\$17,500	\$0	\$10,500	\$0	\$17,500	\$0	\$10,500	\$66,500
Other (S-Storage)		\$0	\$15,000	\$0	\$0	\$15,000	\$0	\$15,000	\$0	\$15,000	\$0	\$60,000
Other (M-Retail)		\$0	\$0	\$12,500	\$0	\$0	\$20,000	\$0	\$12,500	\$0	\$20,000	\$65,000
Other (A2- Restaurant)		\$0	\$0	\$17,500	\$0	\$17,500	\$0	\$17,500	\$0	\$17,500	\$0	\$70,000
(b) Payments in Lieu of Construction												\$0
(c) Other Funds (Specify source(s))												\$0
Subtotal	\$1,960	\$94,875	\$108,000	\$133,125	\$100,000	\$135,625	\$133,625	\$135,625	\$133,125	\$135,625	\$133,625	\$1,245,210
(d) Interest on Trust Fund Balance	\$521	\$2,059	\$2,004	\$2,206	\$2,145	\$2,290	\$2,403	\$2,342	\$2,427	\$2,290	\$2,005	\$22,691
Total Revenue from Development Fees	\$2,481	\$96,934	\$110,004	\$135,331	\$102,145	\$137,915	\$136,028	\$137,967	\$135,552	\$137,915	\$135,630	\$1,267,901
Project Based Bonds												
Group Home 1		\$0	\$0	\$0	\$0	\$0	\$0	\$120,000	\$0	\$0	\$0	\$120,000
Group Home 2		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$160,000	\$0	\$160,000
Total Revenue From Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$120,000	\$0	\$160,000	\$0	\$280,000
Small Cities Grant For Rehab		\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$20,000	\$110,000
Total Revenue From Grants	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$20,000	\$110,000
Total Revenue From Bonds and Grants	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$130,000	\$10,000	\$170,000	\$20,000	\$390,000
Total Revenue from all sources	\$2,481	\$106,934	\$120,004	\$145,331	\$112,145	\$147,915	\$146,028	\$267,967	\$145,552	\$307,915	\$155,630	\$1,657,901

The Township of Knowlton projects a total of \$1,245,210 in revenue to be collected between August 1, 2008 and December 31, 2018. The total interest on the fees collected projected at the current average annual rate of 1.06% is \$22,691. All interest earned on the account shall accrue to the account to be used only for the purposes of affordable housing. Further, the Township expects to issue public bonds of up to \$280,000 for the creation of two group homes for a total of fourteen (14) units; and expects to receive \$110,000 in the form of Small Cities Grant funding for the rehabilitation of eleven (11) units.

2. ADMINISTRATIVE MECHANISM TO COLLECT AND DISTRIBUTE FUNDS

The following procedural sequence for the collection and distribution of development fee revenues shall be followed by the Township of Knowlton:

(a) Collection of development fee revenues:

Collection of development fee revenues shall be consistent with the Township of Knowlton's development fee ordinance for both residential and non-residential developments in accordance with COAH's rules and P.L.2008, c.46, sections 8 (C. 52:27D-329.2) and 32-38 (C. 40:55D-8.1 through 8.7).

(b) Distribution of development fee revenues:

The Township will distribute funds with the oversight of a Affordable Housing Committee. The Committee will work with the Affordability Housing Administrator and the Municipal Housing Liaison to manage the projects outlined in this spending plan.

3. DESCRIPTION OF ANTICIPATED USE OF AFFORDABLE HOUSING FUNDS

(a) **Rehabilitation and new construction programs and projects (N.J.A.C. 5:97-8.7)**

The Township of Knowlton will dedicate \$1,235,000 to new construction programs to fulfill its third round growth share obligation (see detailed descriptions in Fair Share Plan) as follows:

Rehabilitation Program: \$110,000 for the rehabilitation of 11 existing substandard units.

Extension of Expiring Controls: \$20,000 for the extension of expiring controls on 428 Route 94 and 60 Knowlton Road.

New Construction Project(s): \$1,105,000 for new low- and moderate-income units including:

- \$175,000 for gut rehabilitation

- \$175,000 construction of accessory apartments
- \$175,000 for buying down market-rate units to affordable rental units
- \$280,000 for two group homes for a total of 14 units

(b) **Affordability Assistance (N.J.A.C. 5:97-8.8)**

The Township of Knowlton will dedicate at least \$409,216 from the affordable housing trust fund to render units more affordable, as required by COAH. This amount includes at least \$136,405 to render units more affordable to households earning 30 percent or less of median income for Region 2, by providing rental assistance to very low income households.

The projected minimum affordability assistance requirement is shown in the table below:

Actual development fees through 7/17/2008 (7/31/08)		\$96,152
Actual interest earned through 7/17/2008 (7/31/08)	+	\$0
Development fees projected* 2008-2018	+	\$1,245,210
Interest projected* 2008-2018	+	\$22,691
Less housing activity expenditures through 6/2/2008	-	\$0
Total	=	\$1,364,053
30 percent requirement	x 0.30 =	\$409,216
Less Affordability assistance expenditures through 12/31/2004	-	\$0
PROJECTED MINIMUM Affordability Assistance Requirement 1/1/2005 through 12/31/2018	=	\$409,216
PROJECTED MINIMUM Very Low-Income Affordability Assistance Requirement 1/1/2005 through 12/31/2018	÷ 3 =	\$136,405

* Note: The 2008 portion of this projection reflects 2008 subsequent to July 31 as the remainder of 2008 is included in the actual figure reported above.

According to the third round regulations, at least 13% of the growth share obligation is required to be affordable to very-low-income households. The Township of Knowlton proposes to spend \$136,800 to provide rental assistance for 8 very-low-income households beginning with one unit in 2009 and progressively increasing to 8 units by 2018.

(c) **Administrative Expenses (N.J.A.C. 5:97-8.9)**

The Township of Knowlton projects that \$87,028 will be available from the affordable housing trust fund to be used for administrative purposes. Projected administrative expenditures, subject to the 20 percent cap, are as follows:

- Administration and setup expenses of the proposed Knowlton Township Rehabilitation Program;

- Administration and setup expenses for the affordability assistance program with Sycamore Ridge.
- Other expenses associated with the implementation the Housing and Fair Share Plan and the monitoring of current and future housing programs for Knowlton Township.

4. EXPENDITURE SCHEDULE

The Township of Knowlton intends to use affordable housing trust fund revenues for the creation and/or rehabilitation of housing units. Where applicable, the creation/rehabilitation funding schedule below parallels the implementation schedule set forth in the Housing Element and Fair Share Plan and is summarized as follows.

Projected Expenditure Schedule 2009- 2018													
Program	# of Units	Funds Expended and/or Dedicated	8/1/08 - 12/31/08										
			2005-7/31/08	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Rehabilitation	11			\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$20,000
Extension of Expiring Controls	2			\$0	\$0	\$0	\$0	\$10,000	\$10,000	\$0	\$0	\$0	\$0
Gut Rehabilitation (low/mod)													
Low-income units	5			\$0	\$0	\$0	\$30,000	\$0	\$30,000	\$0	\$30,000	\$30,000	\$150,000
mod - income units	5			\$25,000	\$25,000	\$25,000	\$0	\$25,000	\$0	\$25,000	\$0	\$0	\$125,000
Accessory Apartments (Family Rental)													
Low-income units	5			\$0	\$0	\$0	\$30,000	\$0	\$30,000	\$0	\$30,000	\$30,000	\$150,000
mod - income units	5			\$25,000	\$25,000	\$25,000	\$0	\$25,000	\$0	\$25,000	\$0	\$0	\$125,000
Market to Affordable Rental Program (low/mod)													
Low-income units	5			\$0	\$0	\$0	\$30,000	\$0	\$30,000	\$0	\$30,000	\$30,000	\$150,000
mod - income units	5			\$25,000	\$25,000	\$25,000	\$0	\$25,000	\$0	\$25,000	\$0	\$0	\$125,000
Group Home 1	6			\$0	\$0	\$0	\$0	\$0	\$0	\$120,000	\$0	\$0	\$120,000
Group Home 2	8			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$160,000	\$0	\$160,000
Total Programs				\$85,000	\$85,000	\$85,000	\$100,000	\$95,000	\$110,000	\$205,000	\$100,000	\$260,000	\$1,235,000
Affordability Assistance				\$33,600	\$33,600	\$23,600	\$27,200	\$30,800	\$34,400	\$43,000	\$51,600	\$63,200	\$409,800
Administration				\$6,641	\$7,560	\$9,319	\$7,000	\$9,494	\$9,354	\$9,494	\$9,319	\$9,494	\$87,028
Total	57	\$0	\$0	\$125,241	\$126,160	\$117,919	\$134,200	\$135,294	\$153,754	\$257,494	\$160,919	\$332,694	\$1,731,828

5. EXCESS OR SHORTFALL OF FUNDS

Pursuant to the Housing Element and Fair Share Plan, the governing body of the Township of Knowlton has adopted a resolution agreeing to fund any shortfall of funds required for implementing all measures discussed in the Housing Element and Fair Share Plan. In the event that a shortfall of anticipated revenues occurs, the Township of Knowlton will seek to bond for the amount necessary to complete the program. A copy of the adopted resolution is attached.

In the event of excess funds, any remaining funds above the amount necessary to satisfy the municipal affordable housing obligation will be used to support additional methods of providing affordable housing within the Township, including housing rehabilitation, extension of expiring controls and 100% affordable municipal projects.

SUMMARY

The Township of Knowlton intends to spend affordable housing trust fund revenues pursuant to N.J.A.C. 5:97-8.7 through 8.9 and consistent with the housing programs outlined in the housing element and fair share plan dated November 2008.

The Township has a balance of \$ 96,152 as of July 31, 2008 and anticipates \$1,245,210 in development fee revenues, \$22,691 in interest on the trust fund balance, and \$390,000 in bonds and grants for a total of \$1,754,053 by 2018. The municipality will dedicate \$ 110,000 towards a rehabilitation program, \$20,000 to the extension of expiring controls, \$1,105,000 to fund new construction, \$409,800 to render units more affordable, and \$87,028 to administrative costs. The municipality will dedicate any excess funds towards additional methods of providing affordable housing within the Township, including housing rehabilitation and extension of expiring controls.

SPENDING PLAN SUMMARY		
Balance as of July 17, 2008 (July 31, 2008)		\$96,152
Projected REVENUE July 18, 2008-2018 (Aug 1, 2008 - 2018)		
Development fees	+	\$1,245,210
Other funds (Bonds and Grants)	+	\$390,000
Interest	+	\$22,691
TOTAL REVENUE	=	\$1,754,053
EXPENDITURES		
Funds used for Rehabilitation	-	\$110,000
Extension of Expiring Controls	-	\$20,000
Gut Rehabilitation: Low-income	-	\$150,000
Gut Rehabilitation: Mod-income	-	\$125,000
Accessory Apartments: Low-income	-	\$150,000
Accessory Apartments: Mod-income	-	\$125,000
Market to Affordable Rental: Low-income units	-	\$150,000
Market to Affordable Rental: Mod - income units	-	\$125,000
Group Home 1 (6 units)	-	\$120,000
Group Home 2 (8 units)	-	\$160,000
Affordability Assistance	-	\$409,800
Administration	-	\$87,028
TOTAL PROJECTED EXPENDITURES	=	\$1,731,828
Excess Funds	=	\$22,226
Additional housing activity	-	\$22,226
REMAINING BALANCE	=	\$0